Distinguished Program Award

Chapters planning to submit a Distinguished Program Award Application should read all information and the rubric carefully prior to preparing their application.

The **Distinguished Program Award** recognizes chapters *with outstanding programs that reflect the purposes of Alpha Delta Kappa (World Understanding, Excellence in Education, Altruism, Inclusion/Diversity/Equity) as well as programs that focus on personal enrichment. Distinguished programs are unique, creative, and/or innovative, and they promote attendance and involvement of members and prospective members.*

Why are chapter member attendance and prospective member attendance criteria? (*These bullet points are for chapters to keep in mind as meetings and programs are planned, they are independent of the rubric.***)**

- Chapters should encourage good attendance at all meetings.
- Strong planning and communication between chapter members facilitate member attendance.
- Member attendance and participation in chapter meetings are important aspects of a healthy chapter.
- Good programs, along with strong participation, encourages the retention of members.
- Chapters should plan to invite prospective members to any chapter meeting.
- Inviting prospective members to multiple meetings provides an opportunity for them to observe a variety of programs and what it is like to be an Alpha Delta Kappa sister.

Eligibility:
Chapters may submit one program from June 1 to May 31 of the most recent program year.

Deadline:
Chapter entries are submitted online between August 1 – August 31.

Rules:
- Entries must be a maximum of 250 words (this is indicated by the word count provided by Microsoft Word.)
- Photographs, logos, or images (a maximum of 3 with one to be published) of the program or organization highlighted in the program should be included with the entry.
- Chapter programs with 15 points or more will be recognized at the regional level, and the chapter with the highest score will be designated the regional recipient.
- All entries become the property of Alpha Delta Kappa and may appear on the website and/or in the *KAPPAN*. The entries will not be returned.

Award:
Each regional recipient of the **Distinguished Program Award** will be featured in the *KAPPAN*. **All programs scoring 15 points or above will receive recognition** by being posted on the International Website.

Process for Submission:
- The online submission can be found on the International Website/AΔK CONNECT.
- Chapters are encouraged to review the criteria and the rubric prior to submitting their application. The rubric is included.
- Photographs, logos, or images (a maximum of 3 with one to be published) of the program or organization highlighted in the program should be included with the entry.
- Headquarters will forward each entry to the IVP for that region.

- Headquarters will notify by email the regional recipients, the S/P/N presidents, the IVPs, and the IVPM in December.

Process for Adjudication:
In September, the IVP shall share the submitted DPA applications with the region's RMC.
- If there is a conflict of interest with a submission (it is from the IVP or RMC's home chapter), the submission shall be forwarded to the International Vice President for Membership for adjudication using the rubric.
- Using the rubric, each IVP and RMC shall adjudicate the submissions separately to determine those programs receiving 15 or more points and report the scores on the DPA Scores Template.
- After adjudication, the IVP and RMC shall jointly review the regional submissions, determine the top-scoring admission, determine all submissions scoring 15 points or more, and forward to the coordinator at Headquarters by October 1.
- Headquarters shall notify by email the regional recipients, the S/P/N presidents, the IVPs, and the IVPM in December.
- The regional recipients shall submit an article for the *KAPPAN* by January 1.

Rubric attached.

Distinguished Program Award Adjudication Rubric

S/P/N _____ Chapter _____ Submission Word Count _____

Total Number of Chapter Members (not counting Limited) _____ Number in attendance _____

Submitted By _____ Email _____ Photo submitted (*Circle One):* Yes   No

Primary Focus Area for the Program (*Circle One*):

   Excellence in Education   World Understanding   Altruistic   Personal Enrichment   Inclusion, Diversity, and Equity

CRITERIA	POINTS			
Program is unique, creative, and/or innovative	**0** There is no evidence the program is unique, creative, and/or innovative.	**1** There is little evidence of uniqueness, creativity, and/or innovation.	**2** The topic of the program is unique, creative, and/or innovative.	**3** The topic and the *implementation* of the program was unique, creative, and/or innovative.
Member attendance	**0** Member attendance was not recorded.	**1** Less than 25% of chapter members attended.	**2** 25% to 50% of chapter members attended.	**3** Greater than 50% of chapter members attended.
Prospective member attendance	**0** There is no evidence of prospective members in attendance or none attended.	**1** One prospective member attended.	**2** Two prospective members attended the program.	**3** Three or more prospective members attended the program.
Promotes active engagement of members	**0** The format of the program was not evident or described.	**1** Program is only a lecture, guest speaker, or video with little interaction among members.	**2** Program involves an activity or a discussion which promotes interaction among members.	**3** Program has member interaction and involves an activity which results in a product.
Provides a positive impact on members, chapter, and/or the community	**0** There is little evidence of impact on members.	**1** The program has a short-term impact on members.	**2** The program has a long-term impact on members and the community.	**3** The program has a long term impact on members, leading to follow up actions with a connection to the greater community.
May easily be replicated by other chapters	**0** The program cannot be replicated.	**1** The program is difficult to replicate.	**2** The program could be replicated with assistance from the chapter.	**3** Program can be replicated with little or no assistance from the chapter.
TOTAL POINTS =	/18			