

Chapter of the Year Terms

Competition Criteria

I. Chapter Presentation

This section is optional but strongly recommended, as the chapter cannot be recognized for its accomplishments without it.

Achievements:

Please provide a PowerPoint presentation prepared by the chapter officers/members describing the chapter's achievements from **July 1 – June 30**, Presentations are due to the HFTP Global office by July 31. Forward all presentations to Chapter Relations Manager.

The presentation should summarize the activities of the chapter as they directly relate to:

- Chapter and National Education
- Chapter Affiliation Agreement and Membership
- Communication and Involvement

The presentation should be in a PowerPoint format. The chapter will be awarded an additional 50 points for submitting the PowerPoint presentation. A template will be provided by HFTP Global.

II. Chapter and National Education, Chapter Affiliation Agreement and Membership, Communication and Involvement

Automatically scored by the HFTP Global Office.

The HFTP Global Office staff will complete and calculate the chapter's score for section II. It is important to note that the chapter's score is directly affected by the materials/information that the Global Office in Austin receives throughout the year [i.e. meeting minutes, newsletters, meeting notifications, involvement in HFTP events, membership growth, etc.]. If related materials are not on record with the HFTP Global Office by June 30, they will not be considered toward the Chapter of the Year scoring.

Once calculation is complete HFTP Global will forward the scores to the chapters for review, please provide the Global Office with any changes within two weeks of receiving the score sheets. It will be the chapter's responsibility to review and submit the updated information. If no response is provided by the chapter, the scores provided will be considered accurate.

Click links below to view samples:

[POWERPOINT TEMPLATE](#) (Chapter Use)

[SCORE SHEETS](#)(HFTP Global Use)

[RESULTS SHEET](#) (HFTP Global Use)