**AHF Chapter of the Year Award Submission 2024**

**Form Instructions:**

* *Complete the Submission Form below in its entirety.*
* *“Save As” the file name including the nominees name, ex. “AHF 2024 Chapter of the Year Submission Form\_Chapter Name”.*
* *Upload this completed and saved file in the online submission form on the* [***AHF Conference Website***](https://ahfconference.org/2024-call-for-entries/)*.*

**Entry Requirements:**

* All entries must be submitted in a single Word document that does not exceed 4 pages
* Nominees must be an AHF member in good standing

**Evaluation Criteria**

* Membership recruitment and retention
	+ Chapter membership growth in the last 3 years and membership retention
* Education, programming, special projects, and member development
	+ Number of chapter meetings and events held
	+ Ways to promote member development
* Community outreach, contributions, and impact
	+ Number of community outreach/engagements, contributions to the local community
* Partnership with National association/self-op advocacy
	+ Chapter attendance at AHF conference
	+ Chapter members on national ballot or committees

***Deadline for submission is March 31, 2024.***

**Chapter of the Year Award Submission Form**

**Nominator's Name:**

**Nominator's Facility/Company:**

**Nominator's Email Address:**

**Chapter Name:**

**Chapter Contact Name:**

**Chapter Contact Email Address:**

**Chapter Contact Phone Number:**

**All entries must answer the following questions:**

***Each questions answer should be 750 words or less and submitted in this Word Document. You may use photos to illustrate points.***

* Membership Count
* Describe the chapter’s membership growth in the last 3 years:
	+ Include: # of new local chapter members, # of new national members.
* What are some of the most successful membership recruitment and retention strategies your chapter has implemented?
* How have you used education, programming, and special projects to promote member development?
	+ Number of chapter meetings and events held from January 1, 2023, through December 31, 2023.
* Please describe a specific community outreach effort that your chapter completed that you are particularly proud of.
* How has your chapter worked to partner with the national association and advocate for self-operated foodservice?
	+ Chapter attendance at 2023 AHF conference.
	+ Chapter members on national ballot or committees.