

# **Reminder!!!**

NSAP Award sheets are due to  
John Heineman AND  
Sandy Olson by **April 15!!**

Send to John Heineman  
[ringojohn@aol.com](mailto:ringojohn@aol.com)

AND

Sandy Olson, PRP  
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## **NSAP AWARD PROGRAM**

### **What is the NSAP Award Program?**

The NSAP Award Program was established to recognize the achievements of NSAP individual members who serve NSAP and other organizations as parliamentarians, workshop presenters, judges for parliamentary teams, etc. and for attendance at conferences and conventions. The Award recognizes units for overall work in attaining new members and total points achieved by its unit membership. Also included in the Award is recognition of individuals who achieve the Registered Parliamentarian (RP) and Professional Registered Parliamentarian (PRP) status in the National Association of Parliamentarians.

### **What is the history of the NSAP Award program?**

The NSAP Award program was established in 2000 in honor of NSAP 1999 president, Phil Evans. The first awards were named the Phil Evans Silver, Gold, and Platinum Awards. In 2008, the award names were changed to recognize three Nebraska women who served as president of the National Association of Parliamentarians: Bertha Hughes, Margaret Hasebroock, and Leah Koester. In 2021, the names of the awards were changed to Recruitment, Performance, and Parliamentarian of the Year Award. **In 2022, the Parliamentarian of the Year Award was changed to the Star Award recognizing those members who attained 1000 points on the awards sheet by April 1 of the current year.**

### **What is the goal of the NSAP Award program?**

The goal is to emphasize, as well as recognize, the work and accomplishments of individual NSAP members and to recognize a unit for attaining new members and/or total number of points achieved by its unit membership as related to their number of members.

### **What is the reporting period?**

The reporting period is from April 1 through March 31.

### **How is the award form accessed?**

The award form and information about the NSAP Award is located on the Nebraska state website. *neparliamentarians.org*

### **Who may apply?**

All NSAP members are encouraged to track and report parliamentary activities during the reporting period using the award form and/or method devised by the applicant. This is a voluntary program.

### **How is the award form submitted?**

The award form is submitted to the Awards Committee by the date determined by the Awards Committee.

### **When will the awards be announced?**

The NSAP Awards will be announced in conjunction to or with the annual meeting.

### **What are the NSAP Awards?**

The *Recruitment Award* is presented to the unit which has demonstrated the greatest recruitment of new members during the reporting period.

The *Performance Award* is presented to the unit which has demonstrated dedication and contribution to parliamentary excellence during the reporting period. The award is determined by the total number of points accumulated by combining the points of the individual unit members, as related to the number of primary members.

The *Star Award* is presented to individuals for outstanding contribution to parliamentary excellence during the reporting period. Outstanding contribution is indicated by earning by receiving at least 1000 individual points.

A member receiving the *Registered Parliamentarian* (RP) credential in the National Association of Parliamentarians is recognized.

A member receiving the *Professional Registered Parliamentarian* (PRP) credential in the National Association of Parliamentarians is recognized.

A member exhibiting outstanding support and work for NSAP may be inducted into the *NSAP Hall of Fame*. (presented when warranted)

# Nebraska State Association of Parliamentarians

## NSAP STAR AWARD PROGRAM

**Name:** \_\_\_\_\_

**Unit/MAL:** \_\_\_\_\_

<b>Award Criteria: April 1 – March 31</b>						
Item #	Activity – Event – Accomplishment	Number of Points Suggested				Individual/ Unit Points
		Local	State	District	National	

**These activities apply to ANY organization you may serve (do not include travel time):**

<b>1</b>	Teacher/Presenter (Workshop, etc.) Per 1 hour increments <sup>1</sup>	2	3	4	5	
<b>2</b>	Parliamentary Consultant Per 1 hour increments <sup>1</sup>	2	3	3	5	
<b>3</b>	Parl. Procedure Team Trainer Per 1 hour increments <sup>1</sup>	1	2	2	3	
<b>4</b>	Judge for Parliamentary Contest Per 1 hour increments <sup>1</sup>	1	1	1	2	
<b>5</b>	Parliamentarian of Organization	100	200	200	500	

**The following activities apply to your unit, NSAP, District Five, NAP or NAPEF only:**

<b>6</b>	New Member Each		<b>100</b>			
<b>7</b>	New Registered Parliamentarian Each		<b>200</b>			
<b>8</b>	New Professional Registered Parliamentarian Each		<b>500</b>			
<b>9</b>	Publicity Per article/clipping	<b>25</b>	<b>50</b>	<b>75</b>	<b>100</b>	
<b>10</b>	Officer Election/Appointment	<b>100</b>	<b>200</b>	<b>300</b>	<b>500</b>	
<b>11</b>	Committee Chairman Election/Appointment	<b>100</b>	<b>200</b>	<b>400</b>	<b>800</b>	
<b>12</b>	Committee Member Election/Appointment	<b>100</b>	<b>100</b>	<b>200</b>	<b>400</b>	
<b>13</b>	Attend Conference, Convention, Workshop	<b>100</b>	<b>200</b>	<b>400</b>	<b>800</b>	
<b>14</b>	Attendance at 75% of Unit Meetings	<b>100</b>				
<b>15</b>	Attendance at 100% of Unit Meetings	<b>200</b>				
	<b>TOTALS</b>					

<sup>1</sup> Complete Award Log listing event, date, type, location, length, etc. Record in 1-hour increments. For example, one hour spent would be 1 point – 1½ hours would be 1½ points.

# Nebraska State Association of Parliamentarians

## NSAP AWARD PROGRAM

### GUIDELINES

**Items 1 through 5 pertain to time spent with ANY organization including NAP constituents – units, state, district, and national. Preparation and travel time are not included.**

1. A member who teaches or makes a presentation on parliamentary procedure at a workshop, conference, meeting, or convention.
2. A member who serves as a parliamentary consultant.
3. A member who provides leadership for a youth group as an instructor, trainer, consultant, or sponsor.
4. A member who serves as judge for parliamentary youth contests.
5. A member who serves as a parliamentarian for any organization.

**Items 6 through 15 pertain to time spent with activities related to unit, state, district, or the national organization. -Preparation and travel time are not included.**

6. A member who attains membership status in NAP/NSAP through successful completion of the membership examination.
7. A member who attains registered parliamentarian status in NAP through successful completion of the registration examination.
8. A member who attains professional registered parliamentarian status in NAP-through successful completion of the Professional Qualifying Exam.
9. A member who develops publicity items, articles or publications related to parliamentary procedure for the unit, state, district, or national convention.
10. A member either elected or appointed who serves as an officer for the unit, state, district, or national organization (president, vice-president, secretary, and treasurer).
11. A member either elected or appointed who serves as chairman of a committee at the unit, state, district, or national level.
12. A member selected to serve on a committee at the unit, state, district, or national level.
13. A member who enhances their professional development by attending parliamentary workshops, institutes, conferences, or conventions at the local, state, district, or national levels.
14. A member who attends 75% of the scheduled unit meetings ) do not
15. A member who attends 100% of scheduled unit meetings ) duplicate

