

Savannah State University

National Alumni Association

Dear Applicant/Nominee,

Please carefully read the guidelines related to SSUNAA Annual Awards and adhere as required. These guidelines were approved at the 2017 SSUNAA Annual Meeting. Recipients for each award are recognized during the Annual Homecoming Banquet.

GUIDELINES

1. Applicants are required to send their application electronically to each committee member.
Rationale: allows check and balance for each committee member to verify total number of applications submitted and received in each respective category.
2. Applicants are to submit packet at least one month prior to homecoming. The deadline will be determined based on SSU Homecoming date.
3. Applicants must be financially supportive of SSU/SSUNAA within the past 2 years. Must provide proof of contribution of a minimum of \$500.

Awards Committee Members:

Hazel A. Allen – allenteach@yahoo.com; Mary M. Clark, Committee Chairman – memclark@aol.com

Shirley T. McDuffie – smcd4@windstream.net ; Brenda J. Rouse – bjrouessu@yahoo.com

Brenda H. Trimble – lulaehughes@bellsouth.net

AWARDS FORMS AND CRITERIA

CHAPTER OF THE YEAR AWARD CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE: A Chapter Recognition program will encourage and promote leadership, chapter membership, chapter activities and contributions to Savannah State University. All chapter officers and chapter committee chairs must be active/financial members of the Alumni Association for their chapter to be eligible.

CATEGORIES: (For purposes of this award only)

- I 5 - 25 Members
- II 26 - 50 Member
- III 51+ Members

CRITERIA CONSIDERED

Exceed previous year's contributions by at least ten per cent

Exceed previous year's membership by at least ten per cent

Increase the number of first-time contributors (individuals who have never given or have not given in the last five years).

Submit chapter reports as requested

Send delegates to all appropriate conferences

Send delegates to Association Business Meetings (May, Regional and Homecoming)

Adopt/continue a project that serves either SSU or the community

Establish/maintain a scholarship program and report recipient names to Alumni Office

Updated chapter alumni mailing list

Held a recruiting event for prospective students

Recruited students for SSU and reported names and number of students recruited to Alumni Office and SSUNAA
Recruitment Committee

Verification of data (nomination form) by Alumni Office and National Treasurer

Hosted an alumni conference

NOMINATION FORM

CHAPTER OF THE YEAR AWARD

SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

Date of Application _____ Date Received by Awards Committee _____

Chapter _____ Year of Charter _____

Address _____ Telephone Contact Number (H) _____

_____ (WK) _____

Chapter President _____ Regional Vice President _____

Total Number of Members 2016-2017 _____ Total Current Membership 2017 -2018 _____

Of 2016 -2017 Membership, how many: Of 2017-2018 Membership, how many:
Regular (Annual) Members _____ *Regular (Annual) Members* _____
Life Members _____ *Life Members* _____

Total contributions 2016 - 2017 _____ Total contributions 2017- 2018 _____
(Do not include membership dues) (Do not include membership dues)

Number of first time contributors (or those who have not given in the last 5 years) _____

Chapter Project that benefits SSU or local community: _____

Do you have a scholarship program in place? _____ Amount awarded in 2016 \$ _____
Identify SSU students that are your current scholarship recipients below:

Identify recruiting event held for prospective students: _____

Date _____ Location _____

How many total students were recruited for SSU by your chapter this year? _____

Last Conference and date hosted for alumni association _____

Delegates at appropriate conferences _____ Chapter Reports submitted as required _____

Signature of Chapter President _____

Verification of Alumni Office _____

Please attach additional information to support this application as necessary.

PRESTIGIOUS YOUNG ALUMNUS OF THE YEAR CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE: Identify, recognize, and award young alum who has committed time and energy in service to the university and local community and has demonstrated an ability to excel both personally and professionally.

ELIGIBILITY: Persons eligible for the award shall be living SSU alumni who:

Are 35 years of age or younger by Homecoming of the year in which they are nominated

Hold SSU degree

Member of SSUNAA and a local chapter at time of nomination

Cannot receive the award twice in a five-year period

FACTORS TO CONSIDER:

Service to Savannah State University and SSUNAA

Commitment of volunteer time to civic and community organizations, and

Personal and professional accomplishments

(Service to SSU and SSUNAA is considered to be most important)

NOMINATION/AWARD PROCESS

Nominations can be made by any SSU alumnus

Nominations will also be solicited through *The Alumni Anchor* and alumni chapters

Nominations shall include one letter of nomination and a completed nomination form

All nominations must be received thirty days prior to Homecoming of each year, no exceptions

One award will be made annually unless there is no *qualifying person*

Nominations will be reviewed and winner selected by the SSUNAA National Awards Committee

Winner to be announced at Annual Homecoming Awards Banquet

NOMINATION FORM

PRESTIGIOUS YOUNG ALUMNUS OF THE YEAR AWARD

SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

Date of Nomination _____ Date Received by Awards Committee _____

Name of Nominee _____ SSU Class Year _____

Nominee's Date of Birth _____

Address _____

Telephone Contact Number (c) _____ (h) _____ (w) _____

Nominating Chapter _____ Member since _____

SSU Degree Major _____ Graduate Institution _____

Other Degrees Earned & Major _____

Present Profession or Occupation _____

The above alumnus is hereby recommended to receive the award of "Prestigious Young Alumnus of the Year" in recognition for his/her service in the area(s) of: (check all that apply)

____ (A) Service to SSU and/or SSUNAA (considered **to be most important**)

____ (B) Community Service

____ (C) Professional Accomplishment

____ (D) Awards/Honors/Distinctions

Attach nominee's qualifications and identify areas and types of service to SSU and SSUNAA. Also include nominee's community and professional accomplishments and recognitions. Attach copies of documentation (awards, newspaper clippings, photos, etc.). Please attach additional sheets as necessary.

Attach a statement (one page) discussing the reasons this alumnus was nominated and why he/she is worthy of this distinction (Attach information and supportive documents, as necessary).

This nomination is forward by: _____ Chapter President

Signature

Name of Chapter

ENTREPRENEUR OF THE YEAR CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE: Identify, recognize, and award an alumnus who is an entrepreneur and has committed time, energy and financial resources to the university and SSUNAA and has demonstrated an ability to excel both personally and professionally.

FACTORS TO CONSIDER:

Service to Savannah State University and SSUNAA

Financial member of SSUNAA and/or local alumni chapter

Commitment of volunteer time to civic and community organizations, and

Personal and professional accomplishments

(Service to SSU is considered to be most important)

NOMINATION/AWARD PROCESS

Nominations can be made by any SSU alumnus

Nominations will also be solicited through *The Alumni Anchor*, board and alumni chapters

Nominations shall include one letter of nomination and a completed nomination form

All nominations must be received thirty days prior to Homecoming of each year, no exceptions

One award will be made annually unless there is no *qualifying person*

Nominations will be reviewed and winner selected by the SSUNAA National Awards Committee

Winner to be announced at Annual Homecoming Awards Banquet

ENTREPRENEUR OF THE YEAR AWARD CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

Date of Nomination _____ Date Received by Awards Committee _____

Name of Nominee _____ SSU Class Year _____

Address _____

Tele contact (cell) _____ (wk) _____

Nominating Chapter _____ Member Since _____

SSU Degree Major _____ Graduate Institution _____

Other Degrees Earned & Major

Name of Business _____

Type of Business _____

Date Business Started _____ Number of Employees _____

The above alumnus is hereby recommended to receive the award of "*Entrepreneur of the Year*" in recognition for his/her service in the area(s) of: (check any that apply)

- ____ (A) Service to SSU and/or SSUNAA
- ____ (B) Achievements as an Entrepreneur
- ____ (C) Professional Accomplishment
- ____ (D) Community Service
- ____ (E) Awards/Honors/Distinctions

Attach nominee's qualifications and identify areas and types of service to SSU and SSUNAA. Also include nominee's community and professional accomplishments and recognitions. Attach copies of documentation (awards, newspaper clippings, photos, etc.). Please attach additional sheets as necessary to support the items checked above.

Attach a summary statement (one page) discussing the reasons this alumnus was nominated and why he/she is worthy of this distinction. (Attach information and supportive documents, as necessary).

This nomination is forward by:

_____ Chapter President

Signature

Name of Chapter

ALUMNUS OF THE YEAR AWARD CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE: Identify, recognize, and award an alumnus who has committed time, energy and financial resources to the university, SSUNAA, local chapter, local community and has demonstrated an ability to excel both personally and professionally.

FACTORS TO CONSIDER:

Service to Savannah State University and SSUNAA (considered to be most important)

Financial member of SSUNAA for at least five years

Financial contributor to SSU and SSUNAA

Registered participation in two (2) of the (3) official SSUNAA meetings (May, Regional and/ or Homecoming)

Commitment of volunteer time to civic and community organizations, and personal and professional accomplishments

NOMINATION/AWARD PROCESS

Nominations can be made by any SSU alumnus

Nominations will also be solicited through *The Alumni Anchor*, executive board and alumni chapters

Nominations shall include one letter of nomination and a completed nomination form

All nominations must be received thirty days prior to Homecoming of each year, no exceptions

One award will be made annually unless there is no *qualifying person*

Nominations will be reviewed by the awards committee and recommendations submitted to the SSUNAA Executive Committee

Winner to be announced at Annual Homecoming Awards Banquet

NOMINATION FORM

ALUMNUS OF THE YEAR AWARD
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

Date of Nomination _____ Date Received by Awards Committee _____

Name of Nominee _____ SSU Class Year _____

Nominee's Date of Birth _____ Hometown _____

Address _____

Tele Contact (cell) _____ (wk) _____

Alumni Chapter _____ Member Since _____

SSU Degree Major _____ Graduate Institution _____

Other Degrees Earned & Major _____

Present Profession or Occupation _____

1. Nominee is recognized for the following:

- Service to Savannah State University, SSU National Alumni or both
Other areas that may be considered along with service to SSU and SSUNAA
- Professional Accomplishments
- Community Service
- Publications
- Awards and Honors

2. State qualifications of nominee. List outstanding contributions to SSU/ SSSUNAA, the community, professional advancement, publications, awards and honors. Provide detailed information and include newspaper and magazine articles.

Cite recognition by national organizations with which the nominee is affiliated and provide any other supporting documents (You may use extra sheets if necessary).

3. State briefly why the nominee is worthy in the particular categories selected. (Attach additional sheets and any supportive material.)

This nomination is forward by: _____ Chapter President

Signature

Name of Chapter _____

FAMILY OF THE YEAR AWARD CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE:

To honor a family that has used physical and professional resources of Savannah State University most effectively to foster the educational development of its family members.

ELIGIBILITY: Every family with siblings attending Savannah State is potentially eligible for nomination. At least one family member must be financially supportive of SSU/SSUNAA with a contribution of a minimum of \$500 within the past 2 years. The award is made to a family, not an individual, for its confidence in the university as evidenced by the number of family members attending the institution, the achievement of family members while matriculating or after departing the university and other evidences of support and for our Alma Mater.

BASIS FOR SELECTION:

The criteria for selection will include:

The number of parents and/or siblings who have graduated and who are presently enrolled at the institution;
The quality of academic achievement and degree of participation in auxiliary activities while in attendance;
Demonstrated confidence in and continued support of the University by other means

PROCEDURE: Nominations may be made by alumni chapters. Appropriate documentation must accompany the application. A designated university official must verify as much evidence as possible the information given by the nominator. Additional verifications may be received that are within the scope of the criteria, but may be unavailable to the nominator.

RENOMINATION:

If not selected, a family may be resubmitted for nomination. A previous winner cannot be resubmitted for nomination within a span of five (5) years and must have made additional achievements since receiving the award.

NOMINATION FORM

FAMILY OF THE YEAR AWARD

SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

This award is presented to the family that has used the physical and professional resources of Savannah State University most effectively in fostering the educational development of its members. The general criteria for selecting the family will include, but not be limited to the number of parents and/or siblings who have graduated and who are presently enrolled at Savannah State University; the quality of academic achievement and the participation in auxiliary activities while in attendance; and demonstrated confidence in and support of the university by other means.

The _____ family is hereby nominated for the

Savannah State University National Alumni Association "Family of the Year Award" ...

Nominator or Contact Person _____

Address _____

Phone (cell) _____ (h) _____ (w) _____

Present statements that summarize the outstanding nature of this nomination. (Attach additional sheets and supportive materials.)

Number and title of documents included (ex. 1 resume, 2 newspaper clipping, 3 copies of certificates, etc.)
Use additional sheets if necessary.

This nomination is forwarded by: _____ Chapter President

Signature _____

Name of Chapter

DISTINGUISHED COMMUNITY SERVICE AWARD CRITERIA

SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

PURPOSE: To recognize and honor a person who has voluntarily performed outstanding services to the community by giving generously of time and talent to benefit persons culturally, educationally, ethically, politically, and/or socially.

ELIGIBILITY: Any individual who has contributed to the welfare of persons at the state or local level will be considered for the award. The individual cannot have received remuneration for his/her services. The nominee must have been actively involved in voluntary service during the year that the award is made. Individuals may be resubmitted for nomination.

BASIS FOR SELECTION:

Selection for the Distinguished Community Service Award will be based on the value of the service rendered by the nominee in meeting the needs of persons in the community. Services in any area of human or political need must be presented in writing and properly documented. Recipient may reside in any municipality.

PROCEDURE: Completed nomination forms, accompanied by a brief description of the activities of the nominated person which are meritorious and deserving of national recognition as an Alumnus and any relevant supporting material (letters of reference, awards and commendations, newspaper clippings, etc.) should be submitted.

RENOMINATION:

If not selected, a person may be resubmitted for nomination. A previous winner may not be resubmitted for nomination unless additional achievements have been made since receiving the award.

NOMINATION FORM

DISTINGUISHED COMMUNITY SERVICE AWARD
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

This award is the highest honor bestowed upon a person by the Savannah State University National Alumni Association who has voluntarily performed outstanding services to the community by giving generously of time and talent to benefit persons culturally, educationally, ethically, politically and/or socially. The nominee must have been actively involved in voluntary service during the year that the award is made and cannot have received remuneration for his/her services.

_____ is hereby nominated for the Savannah State University National Alumni Association "Distinguished Community Service Award."

Nominee's Address

Nominee's Phone (cell) _____ (h) _____ (w) _____

Nominator or Contact Person _____

Phone (cell) _____ (home) _____

Present statements that summarize the outstanding nature of this nomination. (Attach additional sheets and supportive materials.) Number and title of documents included (ex. 1 resume, 2 newspaper clipping, 3 copies of certificates, etc.) Use additional sheets if necessary.

This nomination is forward by:

Signature, Address and Phone Number

Name of Chapter President

PRESIDENTIAL MEDALLION OF EXCELLENCE AWARD CRITERIA
SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

(To be selected and awarded by the President of SSUNAA)

EXCELLENCE (defined):

Excellence is the highest attribute of merit an individual can achieve. This honor is one of the most outstanding virtues known to present day society.

CRITERIA: Recipients of the Presidential Medallion of Excellence must:

Be an alumnus who has achieved local, state or national recognition in a chosen field of Endeavour, either as a professional or a volunteer

Be an alumnus who has excelled academically after graduation

Be supportive and active in the National Alumni Association

Be exemplary of the highest moral and ethical standards befitting SSU graduates

PERIOD OF ELIGIBILITY:

The award will be granted starting three years after the recipient has graduated

If the recipient is deceased, then the medallion is awarded to a family member in honor of the recipient

DESIGN: Bronze background trimmed in gold with the school's insignia emblazoned on the front

The school's founding is represented on an amulet

The medallion is suspended from an orange and/or blue neckband and on the back is a description of the recipient's achievements in his/her career

NOMINATION PACKET TO INCLUDE:

A letter of nomination which includes name, address, chapter affiliation, and telephone number of both nominator and nominee

A professional resume of the nominee which includes a chronological listing of educational experiences, Description of position or duties, institutional/industrial affiliation, dates, name of immediate supervisor for each picture

Supporting evidence as appropriate:

Letters of commendation

Evaluation data from beneficiaries, colleagues, supervisors or subordinates

Videotape of nominee (optional)

Other evidence which will aid the committee deliberation

NOMINATION FORM

PRESIDENTIAL MEDALLION OF EXCELLENCE AWARD

SAVANNAH STATE UNIVERSITY NATIONAL ALUMNI ASSOCIATION

Selection is made by the SSUNAA national president.

This award is the highest honor bestowed by the national president of Savannah State University National Alumni Association to an alumnus who has received local, state or national recognition in a chosen field of endeavor either as a professional or volunteer. The honoree is one who has excelled academically since graduation; who has been financially supportive and active in the Alumni Association; and who exemplifies the highest moral and ethical standards befitting Savannah State University graduates.

_____ is hereby nominated for the Savannah State University National Alumni Association "Presidential Medallion of Excellence Award."

Nominee's Address _____

Nominee's Phone (H) _____ (WK) _____

Affiliation(s) _____

Nominator or Contact Person _____ Phone _____

Present statements that summarize the outstanding nature of this nomination. (Attach additional sheets and supportive materials.)

Number and title of documents included (ex. 1 resume, 2 newspaper clipping, 3 copies of certificates, etc.) Use additional sheets if necessary.

This application is submitted by (Signature of the President and a member of a chapter in good standing with SSU National Alumni Association):

Signature, Address and Phone Number

Name of Chapter President

I, _____, President of _____ Chapter, affirms that the above signed member is in good standing and that the chapter is in good standing with membership dues and support contributions paid.