June 19, 2018

MEMORANDUM FOR BIG REGIONAL AND CHAPTER PRESIDENTS

THRU: Ms. Monica R Hedgspeth, National Membership Chair

FROM: Honorable Dr. Doris Sartor, National President

SUBJECT: 2018 BIG Sterling Membership Award

The National Membership Committee of Blacks In Government (BIG) is pleased to sponsor the 2018 BIG Sterling Membership Award. This award recognizes those chapters for their excellence in recruiting new members and retaining current members, which contributes to the strong membership base for our national organization. The awards will be presented during the 2018 National Training Institute in New Orleans, LA. Selected chapters will be awarded a plaque in recognition of their outstanding recruitment and retention efforts from July 1, 2017 – June 30, 2018. BIG chapters and/or regional councils must submit nominations on and/or before July 14, 2018. Late submissions will not be accepted.

Eligibility Criteria: The 2018 BIG National Sterling Membership Award will feature three awards in the following categories:

1. Fewer than 50 regular members—Chapters must have a net increase of five (5) new members to be eligible for this award.
2. From 50-100 regular members—Chapters must have a net increase of seven (7) new members to be eligible for this award.
3. Over 100 regular members—Chapters must have a net increase of ten (10) new members to be eligible for this award.

The nomination process includes application completion and narrative submission, which details the recruitment and retention strategy of the chapter’s membership. The selection will be made based upon membership increases as described above and innovative approaches of recruitment and retention. All nominations, completed with required documentation, must be mailed to the BIG National Office (Attention: 2018 BIG Sterling Membership Award) on or before July 14, 2018 and emailed to Mrs. Monica R Hedgspeth, BIG National Membership Chair, at membership.hedgspeth@gmail.com. Please see the attached nomination procedures for further details.

I wish each chapter much success and increase. If you have any questions, please contact Mrs. Hedgspeth, at (240) 778-7616 or membership.hedgspeth@gmail.com.

As always, I appreciate your commitment, dedication, and support of Blacks In Government.

Enclosures: Nomination Procedures
Nomination Application

cc: National Board of Directors
National Executive Committee

One of America’s Most Influential Organizations
“Thank You For Thinking BIG”
BLACKS IN GOVERNMENT (BIG)

2018 BIG Sterling Membership Award Program

NOMINATION PROCEDURES

A. Nominations must be submitted by a BIG financial chapter and/or regional council. All nominations must be submitted by July 14, 2018 (postmark or electronic mail). Late submissions will not be accepted.

B. Nominations must be submitted on the attached nomination form, contain no more than two (2) typed pages of award justification [Times New Roman and 12 pitch], and be appropriately signed (including signature of one regional director). Submission of sample materials utilized in your membership campaigns can be submitted if you so desire.

C. Helpful Hints:
   1) Include a brief history of your chapter.
   2) Address each criterion for the award.
   3) Cite specific examples, including dates, activities, and results that illustrate successful recruiting and retention efforts of the chapter.
   4) Include a copy of your membership roster as of July 1, 2017 and as of June 30, 2018.

D. Signed nomination must be sent via mail or electronic mail to:

   MAIL: Blacks In Government, Inc
         Attention: 2018 BIG Sterling Membership Award
         3005 Georgia Avenue, NW
         Washington, DC 20001-3807

   EMAIL: membership.hedgspeth@gmail.com

For questions or concerns, please contact Ms. Monica R Hedgspeth, BIG National Membership Chair, at (240) 778-7616 or membership.hedgspeth@gmail.com.
BLACKS IN GOVERNMENT (BIG)

2018 BIG Sterling Membership Award Program

NOMINATION APPLICATION

1. Nominating Organization:

   a. Chapter or Region:

      Nominee Name:

   b. Address (include zip code):

   c. Telephone Number:

      Daytime: Evening:

   d. Email Address:

   e. Official Signatures:

      ____________________________________________________________  __________
      Chapter/Regional Council President                          Date Signed

      ____________________________________________________________  __________
      Regional Director                                             Date Signed

JUSTIFICATION: Brief history of nominated chapter (cannot exceed two typed pages). You may attach any supporting documentation or supporting materials used in your recruitment campaigns.

NOTE: Please include a copy of your membership roster as of July 1, 2017 and as of June 30, 2018.