



American Culinary Federation
The Standard of Excellence for Chefs

2018 ACF Chapter Achievement Award awardapplication

APPLICATION DEADLINE: SEPTEMBER 30, 2017





chapter achievement

AWARD

award objective

The Chapter Achievement Award honors chapters that strive for the highest level of excellence in all areas of chapter life, serving their members and their communities as well as supporting ACF's programs.

chapter eligibility

Any ACF chapter in good standing may submit an application for consideration. To be in good standing a chapter must meet the requirements set forth in the ACF Bylaws, with a current professional culinarian member as president, and the following items on file with the national office:

1. Articles of Incorporation;
2. Tax ID;
3. Current chapter bylaws; and
4. 15 professional culinarians.

application guidelines

A complete nomination package includes:

- A completed application form; and
- A letter from the chapter president describing its accomplishments during the past year (e.g., growth, retention, events, etc.).

Chapters are required to provide all needed materials for the application and selection process before the deadline.

selection process

The national office will review each application and verify by awarding the appropriate points. Chapters must meet a minimum required score in order to receive the Chapter Achievement Award. The results will then be submitted to the respective regional vice president who will, based on the applications, determine the ACF Regional Chapter of the Year.

Notification of Advancement: December 2017.

A chapter officer or member must be present to receive the award, and must RSVP with the competition and awards administrator at the national office once the chapter receives notification.

The four regional chapter of the year are then eligible to be named as ACF National Chapter of the Year. The results of the original applications will be submitted to the ACF national president who will determine the national winner.

**COMPLETED APPLICATION MUST
BE RECEIVED BY SEPTEMBER 30, 2017**

**Mail To: American Culinary Federation | Attn: Awards
180 Center Place Way | St. Augustine, FL 32095**

- OR -

Email: awards@acfchefs.net



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1. Maintained or increased professional membership level between October 2016 and September 2017. *(National office will verify when completed application is received)*

Increased 20 pts ____
 Maintained 5 pts ____

2. Conducted a new-member recruitment campaign or event within the last 12 months. *(Documentation required)*

Yes 15 pts ____

3. Have held a competition within the last 12 months. *(Documentation required)*

Date: ____ Location: _____

ACF-Approved 10 pts ____

4. Chapter actively communicates with members and community. Newsletter _____ x year.

Newsletter or e-news 7-12 x year 15 pts ____
 Newsletter or e-news 4-6 x year 10 pts ____

Social media - list all associated names:

Twitter: _____
 Facebook: _____
 Instagram: _____
 LinkedIn group: _____
 Other: _____

ACF web page: _____

Chapter web page (provide URL): _____

Social Media - per active account 10 pts ____
 Current web page - ACFchefs.org 10 pts ____
 Current web page - chapter URL 10 pts ____

5. Chapter member submitted an application for one of ACF's upcoming 2017 regional awards. *(National office will verify when completed application is received.)*

Chef of the Year: _____

Pastry Chef of the Year: _____

Chef Educator of the Year: _____

Chef Professionalism: _____

Student Chef of the Year: _____

Hermann G. Rusch: _____

Two eligible nominees 5 pts ____
 Three eligible nominees 7.5 pts ____
 Four eligible nominees 10 pts ____
 Five or more eligible nominees 12.5 pts ____
 Bonus if one or more is chosen as semi-finalist 5 pts ____



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6. Chapter participated in a community event and was mentioned in promotional or post-event media coverage in order to receive credit. *(Documentation required)* Yes 15 pts _____
7. Chapter has supported ACF Culinary Team USA through a fundraising event or direct donation since January 2017. Donation must be made in name of chapter to receive credit. *(National office will verify when completed application is received.)* Copy of payment verification should be included. Yes 10 pts _____
8. Total number of chapter members attending the 2017 regional and national conventions. October 2016 to September 2017 _____
 3 pts _____
 3 pts _____
9. Did your chapter have chapter board/officer representation at the last national convention or regional conference? *(National office will verify when completed application is received.)*
List Name of Delegate (regional conference): _____ 10 pts _____
List Name of Delegate (board of governors): _____ 10 pts _____
10. Number of chapter meetings and events held from October 2016 to September 2017 _____
 4 to 6 5 pts _____
 7 to 9 10 pts _____
 10+ 15 pts _____

Bonus Question

Chapter is enrolled in the direct deposit for chapter rebate program. *(National office will verify when completed application is received.)* Yes 3 pts _____



Signature _____

Date _____