**Important Step 1:** **Download this form before filling it out and use the downloaded form or it will not save your information. Electronic Forms ONLY! Manually filled forms No Longer accepted.**

# UNICO NATIONAL
## CHAPTER ACHIEVEMENT AND AWARDS PROGRAM **
### RATING FACTOR AND DEFINATION OF POINT CATEGORIES

*Revised January 4, 2025*

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## RATING FACTOR TABLE

**A handicap system is used so that all chapters have an equal chance to share in this distinguished award. The following factor table is used in calculating point accumulation.**

**Be certain to complete the question on page 1 pertaining to the number of members in your chapter. If this question is NOT answered, the proper rating factor cannot be applied.**

**The size of a chapter greatly determines the amount of points a chapter can accumulate during the year. Line items 2,3,4,5,15,16a,16b,17,18a,18b,19a thru 19k are the most size-related categories and therefore the areas where a large chapter holds a distinct advantage.**

| Number of Members | | Rating Factor |
|---|---|---|
| 100 or more | Points accumulated times | 1.0 |
| 90 to 99 | " " " | 1.2 |
| 80 to 89 | " " " | 1.4 |
| 70 to 79 | " " " | 1.6 |
| 60 to 69 | " " " | 1.8 |
| 50 to 59 | " " " | 2.0 |
| 40 to 49 | " " " | 2.2 |
| 30 to 39 | " " " | 2.4 |
| 20 to 29 | " " " | 2.6 |
| 19 or less | " " " | 2.8 |

***An asterisk indicates steps that are assigned a RATING FACTOR based on chapter size, per the table above.**

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## A. ATTENDANCE

**1a. For each general meeting during the year where 50% of the membership was in attendance, as per the certified list sent to National on the previous July 1st. Maximum of ten (10) meetings per year. DO NOT INCLUDE IN LINE 1b TOTAL.**

**1b. For each general meeting during the year where 30 to 49% of the membership was in attendance, as per the certified list sent to National on the previous July 1st. Maximum of ten (10) meetings per year.**

***2. For each chapter delegate in attendance at each District meeting during the year. Maximum of four (4) meetings per year. President or Immediate Past President counts as a delegate.**
***(NOTE: If the District has more than four meetings, choose the four meetings with the highest delegate attendance.)***

***3. For each chapter delegate who attended a regional meeting during the year. President or Immediate Past President count as a delegate.**

***4. For each chapter delegate who attended the National convention. (*The convention held in the year of this competition.*) President or Immediate Past President count as a delegate.**

## B. MEMBERSHIP AND RETENTION

***5. For each new member installed, dues collected and sent to National within the previous fiscal year (July 1st to June 30th).**

**6. When a chapter produces a lead, which results in holding an orientation meeting for a new chapter and that meeting is attended and conducted by a Chapter, District, Regional or National membership chairman and there are at least ten (10) new prospective members in attendance. OR If a chapter is credited with the sponsorship of a new chapter by the District Governor and the new chapter is in fact installed and a charter issued by UNICO National.**

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## C. NATIONAL AND DISTRICT RELATIONS

**7. If a chapter's monthly reports are in the National office by the 15th of the month for the previous month's activities, for each of those months, that chapter will be awarded points.**

**8. If a chapter sends all twelve (12) monthly reports to National and all reports were in by thirty (30) days of the previous month's activities, that chapter will receive additional points. (NOTE: These points are in addition to points awarded in No. 7 above).**

**9. If a chapter pays full membership dues to National by July 1st. (If these points are taken, skip to No. 12).**

**10. If a chapter pays at least one-half (1/2) of the year's membership dues to National by July 1st.**

**11. If a chapter pays the second half (1/2) of the year's membership dues to National by November 30th.**

**12. If a chapter pays District membership dues in full by Nov. 30th of competition year.**

**13. If chapter's certified list of members is received in the National office by July 1st of the competition year.**

**14. If a chapter holds or participates with their District in a Brian Piccolo Awards Program.**

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## D. CIVIC AND WELFARE

***15. For each individual who applies for either an undergraduate or post-graduate UNICO National scholarship, the chapter will be awarded points.**

***16a. For monetary contributions to the Foundation Scholarship Fund. (*Points will be awarded in increments of five hundred dollars.*)**

***16b. If a chapter has a scholarship program and has awarded scholarships on a local level during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***17. If a chapter has participated in the UNICO National Cancer Research & Prevention program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***18a. If a chapter has participated in the UNICO National Mental Health program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***18b. If a chapter has participated in a local Mental Health program by donating money during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19a. If a chapter has participated in the UNICO National Cooley's Anemia program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19b. If a chapter has participated in a local Cooley's Anemia program by donating money during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19c. If a chapter has participated in the UNICO National Alzheimer's Research program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars*.)**

***19d. If a chapter has participated in a local Alzheimer's Research program by donating money during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19e. If a chapter has participated in the UNICO National Anti-Bias program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19f. If a chapter has participated in the UNICO National Armed Services program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19g. If a chapter has participated in the UNICO Columbus Day program by donating money during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19h. If a chapter has participated in the UNICO National Heritage Calendar program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19i. If a chapter has participated in the UNICO National Italian Studies program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19j. If a chapter has participated in the UNICO National St. Jude program by donating money to UNICO National during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

***19k. If a chapter has participated in a local St. Jude program by donating money during the competition year. (*Points will be awarded in increments of five hundred dollars.*)**

**20. If a chapter participates in any of the named award programs by submitting a name and documentation for each. Check the appropriate box or boxes of participation**

**21. If a chapter sponsors a Columbus Day program or parade in its community. (Check box).**

**22. If a chapter holds an Italian Heritage & Culture Event(s) during the year of competition, that chapter will be awarded points for each event, up to a maximum of three events for the year. Briefly name the event(s) on the application form. Do NOT list any program that is shown in either section E or F below.**

## E. LOCAL CIVIC PROGRAMS

**23. If a chapter participates in any local civic program either alone or in association with another civic organization. If that chapter contributes money or man-power to said program and that program is viewed by the community as one that advances the community from the standpoint of culture, beautification, humanities or commerce, that chapter will be awarded points for each program.**
**NOTE: Be certain NOT to list programs that are self-serving to your chapter or UNICO in general. The committee will review the program at the time of judging and award points to the programs they feel qualify. Specified monetary donations for civic programs will also be awarded.**
**If your various programs and donations do not fit in the space provided, then type them up and include them as an additional attachment with your completed Chapter Achievement Form to the National Office.**

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## F. EXCEPTIONAL LOCAL PROJECT

**24. An exceptional local project is one that may be termed as above and beyond what a UNICO chapter is expected to do, such as a large donation of money or mechanical devise to a hospital, a large donation to UNICO National, a project that may result in local authorities and residents to hold UNICO National in high esteem. It may be best stated, possibly, as a project that would benefit a large number of people.** ***Present only one major Exceptional Local Project.***
**NOTE: A typed report of your project must be included as an additional attachment with your completed Chapter Achievement Form and Emailed or mailed to the UNICO National office. The committee will evaluate your program at the time of judging. Points between 0 - 500 will be awarded and added to your chapter's total.**

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## THE FOLLOWING AWARDS WILL BE GIVEN

**All Chapters with 1,500 points or more receive a Chapter Achievement Certificate and Banner Patch.**

**The top three (3) Chapters will receive an additional Certificate designating them as the Model Chapter for First, Second, or Third Place respectively.**

**For an Exceptional Local Project there will be an Exceptional Local Project Certificate and Honor Chapter Banner Patch awarded.**

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## SIGNATURE BOXES

**If you are the Chapter Achievement Chairperson, Chapter President, Chapter Secretary or District Governor simply type your name in the Signature Box. The National Office will verify that the correct individuals signed the form.**

Clear All Fields

# UNICO NATIONAL
## CHAPTER ACHIEVEMENT AND AWARDS PROGRAM APPLICATION

**All chapters are eligible for consideration in the Chapter Achievement and Awards Program. Your District Governor, or a designated Deputy District Governor, is authorized to verify and certify, by his signature on page 3, that all information submitted by your chapter is true and conforms with the "Definition of Point Categories," which is part of this program. Verification can be made from monthly reports sent to the District Governor and National office. NOTE: Your District Governor must receive this form by June 15th and then send it to the National office by July 1st.**

**The District Governor (DG), as a national officer, will certify Sections A through D. The data will be computed with fixed points per item automatically by the electronic form which will be reviewed by the Chapter Achievement Committee prior to the annual National Convention. Sections E and F must be typed in and will be judged and points awarded by the committee at the time of judging. If more room is needed, submit the complete answer as an attachment and make this noted in the appropriate Section E and or F. The committee will verify all information from data supplied by the UNICO National office.**

**All data must be entered electronically. Make no computations. All computation of data will result electronically and will be reviewed by the UNICO National Chapter Achievement Committee. Awards will be presented at the National Convention.**
***When completed, send the application to the office as directed and be sure to include all supporting information. Send a copy to your DG for their Verification, Certification, Signature and forwarding to the National office.***
*** An asterisk indicates steps that are assigned a RATING FACTOR based on chapter size, per the table on page one (1).***

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## Dates of competition: July 1, 20____ to June 30, 20____

**(Please print or type)**

**Chapter Name** _____ **District**_____ **President's Name**_____ **Date**_____

**Chapter Achievement Chair**_____ ***Signature***_____

**Address**_____ **City**_____ **State**_____ **Zip Code**_____

**Day Phone No.**_____ **Eve. No.**_____ **e-mail**_____

***President's Signature***_____ ***Secretary's Signature*** _____

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## NUMBER OF MEMBERS PER CERTIFIED LIST SENT TO NATIONAL ON JULY 1st OF THIS COMPETITION YEAR: _____ Value MUST be entered.

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**IMPORTANT: Please refer to the "Definitions of Point Categories" ABOVE the data sheets as you complete the data BELOW.**

## A. ATTENDANCE

**committee use only**

**1a. 50% minimum attendance at Chapter General Meetings (Enter # of mtgs. Max. 10) ►►No. of meetings**_____ **x25** 0

***NOTE: Do not include Line 1a total in Line 1b. Meetings on Line 1a plus Line 1b cannot exceed 10 meetings.***

**1b. 30 to 49% attendance at Chapter General Meetings (Enter # of mtgs. Max. 10)** ►►**No. of meetings**_____ **x20** 0

***2. Delegates to DISTRICT meetings (Enter total delegates Max. 4 mtgs.)** ►►**No. of delegates**_____ **x20**_____

***3. Delegates to REGIONAL meeting (Enter total delegates Max. 1 mtg.)** ►►**No. of delegates**_____ **x20**_____

***4. Delegates to NATIONAL CONVENTION (Held in yr. of this competition)** ►►**No. of delegates**_____ **x50**_____

**TOTAL:** 0

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## B. MEMBERSHIP AND RETENTION

**committee use only**

***5. Each new member** ►► **No. of new members**_____ **x20**_____

**6. For (a) holding or sponsoring an orientation meeting for a new chapter OR (b) sponsorship of a new chapter** ►► **Check one or both if applicable: (a)**☐ **(b)**☐ **50/75** 0

**TOTAL:** 0

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## C. NATIONAL AND DISTRICT RELATIONS

**committee use only**

**7. Chapter Monthly Reports to National on time.** ►► **Enter no. of reports on time** _____ **x10** 0

**8. If all 12 chapter monthly reports to National were in within 30 days of mtg. (see pg. 2)** ►► **Check YES**☐ **for bonus** **50** 0

**9. FULL amount of membership dues is received by National by July 1st.** ►► **Check YES**☐ **(if yes, skip to no. 12)** **60** 0

**10. If 1/2 of membership dues is received by National by July 1st.** ►► **Check YES**☐ **20** 0

**11. If second 1/2 of membership dues is received by National by Nov. 30th.** ►► **Check YES**☐ **20** 0

**12. If chapter paid DISTRICT membership dues by Nov. 30th of this competition year.** ►► **Check YES**☐ **40** 0

**13. If certified list is received by National by July 1st** ►► **Check YES** ☐ **40** 0

**14. Held a Brian Piccolo or participated in a district Brian Piccolo program in past year.** ►►**Check YES**☐ **30** 0

**TOTAL:** 0

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## D. CIVIC AND WELFARE

**committee use only**

***15 Participation in NATIONAL scholarship program.** ►► ***Enter no. of individuals who apply for either an undergraduate or post-graduate scholarship*** _____ **x60**_____

***16a. Monetary contribution to NATIONAL scholarship program.** ►►***Select total dollar amount donated*** **$** 0 *** x20** 0

***16b. Participation in LOCAL scholarship program.** ►►***Select total dollar amount of scholarships awarded*** **$** 0 *** x15** 0

***17. Monetary contribution to NAT'L Cancer Research & Prevention.** ►►***Select total dollar amount donated*** **$** 0 *** x20** 0

***18a. Monetary contribution to NATIONAL Mental Health program.** ►►***Select total dollar amount donated*** **$** 0 *** x20** 0

***18b. and/or LOCAL Mental Health Program** ►►***Select total dollar amount donated*** **$** 0 *** x15** 0

***19a. Monetary contribution to NAT'L Cooley's Anemia program.** ►►***Select total dollar amount donated*** **$** 0 *** x20** 0

***19b. and/or LOCAL Cooley's Anemia program.** ►►***Select total dollar amount donated*** **$** 0 *** x15** 0

***19c. Monetary contribution to NAT'L Alzheimer's Research.** ►► **Select total dollar amount donated $** 0 *** x20** 0

***19d. and/or LOCAL Alzheimer's Research Program.** ►► **Select total dollar amount donated $** 0 *** x15** 0

***19e. Monetary contribution to Anti-Bias program.** ►► **Select total dollar amount donated $** 0 *** x20** 0

***19f. Monetary contribution to Armed Services program.** ►► **Select total dollar amount donated $** 0 *** x20** 0

*19g. Monetary contribution to NAT'L Columbus Day Program. ►► Select total dollar amount donated $ 0 * x20 0

*19h. Monetary contribution to NAT'L Heritage Calendar program. ►► Select total dollar amount donated $ 0 * x20 0

*19i. Monetary contribution to NATIONAL Italian Studies Program. ►► Select total dollar amount donated $ 0 * x20 0

*19j. Monetary contribution to NATIONAL Saint Jude Program. ►► Select total dollar amount donated $ 0 * x20 0

*19k. Monetary contribution to LOCAL Saint Jude Program. ►► Select total dollar amount donated $ 0 * x15 0

**NOTE:** The committee will calculate one point for every five hundred dollars of the total dollar amount entered and rounded down to the nearest five hundred dollar increment.

20. Participation in one or more of the following award programs. ►► *Check box for each applicable award.*

☐ Americanism Award ☐ Basilone Freedom Award ☐ Cianci Award ☐ Coccia Award

☐ DeFillipo Award ☐ Anthony Fornelli Award ☐ Lombardi Memorial Award ☐ Marconi Science Award

☐ Dr. Nigro Amateur Athletics Award ☐ Rizzuto Award ☐ Vastola Award

x60 0

21. Chapter sponsored a local Columbus Day program. ►► Check Yes ☐ 50 0

22. If chapter holds Italian Heritage & Culture events in competition year. (Max of 3 events) Number of events _____ x50 0

Briefly name events below – DO NOT repeat as a category below.

_____

_____

_____ TOTAL: 0

## E. LOCAL CIVIC PROGRAMS (The maximum points for this is capped at 500)

committee use only

23. Participation in a local civic program. See definitions for proper procedure. Briefly name events below.

_____ Number of Events _____

_____

_____ x20 0

## F. EXCEPTIONAL LOCAL PROJECT (The maximum points for this is capped at 500)

committee use only

24. See Section F in Definition of Point Category for procedures. National Committee to award points depending on how Significant or worthwhile the project is. A separate award will be given for this category. 0-500_____

Certified by DG (signature): _____ Phone Number: _____

District: _____ State: _____ Evening Phone Number: _____

Date: _____

## GRAND TOTAL OF ALL POINTS AWARDED: 0

*Revised: January 4, 2025*