



*Awards of Excellence 2014  
Chapter Award of Excellence  
in Web Communication*

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*Chapter Award of Excellence in Web Communication*

Thank you for your interest in preparing a submission for the 2014 IFMA Awards of Excellence program. We appreciate your participation in this awards program and your effort to complete the nomination form and email submission process thoroughly and thoughtfully.

**Nomination Process**

Nominating for an award is as easy as 1-2-3!

1. Review [helpful docs online](#).
2. Complete this nomination form and create supporting exhibit files.
3. Email this form and digital files for supporting exhibits to [awards@ifma.org](mailto:awards@ifma.org).

All completed submissions are due to IFMA headquarters by **May 12, 2014**. Nominators and entrants will be notified in August 2014 regarding qualification. All awards will be presented at the Awards of Excellence events at World Workplace 2014 on Friday, Sept. 19 in New Orleans, Louisiana.

Please contact IFMA Awards of Excellence by e-mail at [awards@ifma.org](mailto:awards@ifma.org), or by phone at 281-609-0990, if you have any questions.



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2013 NOMINATION FORM

The Chapter Award of Excellence in Web Communication is presented to the chapter(s) that provide comprehensive Web-based communication to their members that informs them of chapter activities, related events and opportunities. The ability to meet the needs of the viewer, appearance, quality, resources and continual improvement will be reviewed. Submittal covers activities from May 1, 2013 to April 30, 2014. Please complete the following information:

Who are you?

You must be an IFMA member to submit a nomination. As the nominator, all communications regarding this entry will be directed to you.

Name:
Email address:
Phone #: Chapter Office:
Employer:
Business address:
City: State/Province: Zip/Postal code:
Country:

Who are you nominating?

Nominee(s) must be an IFMA member in good standing. Please list individual or team lead contact.

Nominee Chapter:
Chapter President:
E-mail: Phone #:
Website Committee Chairperson(s):
Mailing Address:
City: State/Province: Zip/Mail code:
Country:
Chapter Website: Hyperlinked to ifma.org? Yes No

Is any part of the chapter website password protected? If yes, please furnish the password for the judges' use:
Yes No



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**Award category:**

Check one (as of April 30, 2013):

Small chapter (200 or fewer)

Large chapter (201 or more)

**Summarize**

Summarize the basis for this nomination.

**Complete the Criteria Questions**

1. Describe the chapter's overall strategy for web communication. How is this strategy tied into the chapter's strategic plan? (0-20 points)
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
  
2. What information is available from the chapter's web site, when was it last updated and how frequently is it updated? (0-20 points)





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6. How do you measure the success of the chapter's web communication? (0-20 points)

**Your Authorization:**

I hereby agree that IFMA has the right to use my name and information in this form as it relates to the promotion of this award. I understand the award can be published in IFMA and other trade publications.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Your Organization's Authorization:**

We hereby agree that IFMA has the right to use our nominee's name, organization and information in this form as it relates to the promotion of this award. We understand the award can be published in IFMA and other trade publications.

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Exhibits:**

Please include a maximum of five samples of information furnished via the web for exhibits.

**Submit nomination:**

Email this form and additional exhibit files to [awards@ifma.org](mailto:awards@ifma.org).

Each submission is reviewed to ensure it meets the specific requirements established for that particular category. *Incomplete submissions or those that do not meet the requirements will be returned to the nominator and will not be considered eligible.*