

The Betty Huffman Recognition Award Program (2017)

These are the five Goals developed and adopted by the NCRSP Strategic Plan. The examples that fall under each area are to be utilized as a foundation to develop an individual Local and Region Program of the organization. Using the following criteria will align local activities with the mission and state program goals of NCRSP and promote uniform efforts to create a valuable community service and public recognition of the organization.

Procedures:

- (1) Use a 2"- 3" (maximum) -ring binder to arrange your documentation,
- (2) Use the individual goal and page as your table of content,
- (3) Use index or unit dividers to separate goal areas.
- (4) Cover sheet at the beginning of your binder should consist of the following,
 - a. Name of Local and Region
 - b. Contact information (phone of President or Local Unit Chair),
- (5) Place a brief narrative of the activity for documentation,
- (6) Number your documentation based on the goal area,
- (7) Please submit your entry by **October 19, 2017** (your District Director may bring the entry to the Board Meeting on October 18). It must be in the NCRSP Office by **October 19, 2017**.

GOAL AREA 1: MEMBERSHIP (2017)

GOAL AREA 1: MEMBERSHIP	DOCUMENTATION	Comments
(1) Maintain a net membership gain over the previous year's numbers (excluding deceased members)		
(2) Retain 90% of previous year's members		
(3) Achieve a net increase of 5%		
(4) Complete an early spring/summer sign up of potential and previous members		
(5) Hold at least one unit-sponsored recruitment activity in cooperation with active local, <ul style="list-style-type: none"> a. Teacher Appreciation event or activity b. American Education Week event or activity c. Read Across America event or activity d. Other- 		
(6) Complete a member survey <ul style="list-style-type: none"> a. Program ideas b. Activity interests c. Benefit importance for membership 		
(7) Sponsor a pre-retirement workshop for active personnel nearing retirement		
(8) Structure and Activate membership committees to create and implement a Local/Regional membership plan.(submit minutes of committee meetings)		
(9) Send congratulatory notes, cards and/or letters (with printed NCRSP logo) to the active employees, to recognize accomplishments.		

GOAL AREA 2: LEGISLATIVE (2017)

GOAL AREA 2: LEGISLATIVE	DOCUMENTATION	Comments
(1) Collaborate with other community groups (League of Women Voters, AARP, etc.) in political activities.		
(2) Appoint and activate a strong legislative committee		
(3) Survey members' willingness to participate in political action (telephone, poll workers, voter registration, canvassing, etc.)		
(4) Develop communication plan to notify ALL members of Action ALERTS.		
(5) Encourage members to participate in grassroots political actions as outlined in 3 above.		
(6) Develop a formal plan to activate member influence on retiree/public education issues.		
(7) Hold a letter writing campaign on a retiree/public education issues, using logo stationary		
(8) Invite legislators and local elected officials to be speakers for programs.		
(9) Plan and hold a local legislative event (maybe in collaboration with NCAE Active Level.		
(10) Participate in Regional legislative event.		

GOAL AREA 3: COMMUNITY SERVICE (2017)

GOAL AREA 3: COMMUNITY SERVICE	DOCUMENTATION	Comments
(1) Report volunteer hours for at least 50% of members		
(2) Report at least 25% of total accumulated member hours in education		
(3) Implement a group-sponsored project promoting NCRSP in the community		
(4) Implement a group-sponsored project supporting children in public schools (education)		
(5) Implement a group-sponsored project supporting public school personnel (ex: teachers, teacher assistants, secretaries, custodians, bus drivers, cafeteria staff, technology staff, librarians, etc.)		
(6) Prepare a brag board display with current activities: <ul style="list-style-type: none"> a. State Convention b. District meetings c. Local Business d. Board of Education e. County and Municipal buildings f. Other 		
(7) Strengthen relationships with school system through unit sponsored:		
a. Member (group) attendance at School Board meetings		
b. Assist local schools with:		
• Testing activities		
• Judging Science Fairs		
• Extracurricular activities		
• Mentoring or judging senior or class projects		
• Other		

GOAL AREA 4: ACCOUNTABILITY/LEADERSHIP (2017)

GOAL AREA 4: LEADERSHIP/ACCOUNTIBLITY	DOCUMENTATION	Comments
(1) Enhance unit growth and development by using the Recognition Program for yearly planning and (end-of-year) self-evaluation		
(2) Operate with a “full committee structure” (chair and members), to promote the development of leadership skills.		
(3) Align local committee activities with regional and state committees		
(4) Participate in regional meetings/events, by at least 10% of the members		
(5) Attendance at NCRSP State Convention, by at least 50% of allocated delegates		
(6) Representation at the summer Leadership Training Workshop by at least the number invited by the state		
(7) Develop a local Program of Work aligned with NCRSP governing documents		
(8) Develop an annual budget reflecting state goals and purpose		
(9) Submit to NCRSP, all annual audit reports, by the deadline		
(10) Represent NCRSP by local leadership (team) attendance, at NCAE meetings		

GOAL AREA 5: COMMUNICATION (2017)

GOAL AREA 5: COMMUNICATION	DOCUMENTATION	Comments
(1) Establish regular, effective communication with members by any of the following		
a. Phone Trees		
b. Email network		
c. Website/Facebook/Blogs, etc. (created and kept current)		
d. Regular newsletter or newspaper		
(2) Use the adopted NCRSP seal and logos on all communications sent to members and or the community/public		
(3) Provide a name tag with logo for all members		
(4) Wear name tags with name and logo for all representative functions		
(5) Submit articles and supportive materials to Panorama, to highlight local activities and success		
(6)*		
(7)*		
(8)*		
(9)*		
(10)*		

***Other Communication ideas implemented**

