



Your Chapter of the Year report can be anywhere from two to ten pages long. The report is meant to detail your accomplishments as a Chapter for the academic year and share your initiatives for the future. By reporting on your organizational structure, you can assist other Chapters to improve upon their processes.

EWH will judge Chapters of the Year based on the parameters listed below:

- *Innovative Projects and Programs (40%)*
- *Outreach Campaigns that expand membership or awareness of EWH (30%)*
- *Chapter fundraising initiatives and approach (20%)*
- *Innovation and effort in executing activities (10%)*

Check out prior winners of the Chapter of the Year Award to get ideas on how to structure your entry or use the suggested outline below to complete your report.

I. Programs and Projects

Use this section to outline programming accomplishments from the year. I suggest breaking this section down into subsections based on initiatives, on and off-campus events, partnerships, and/or programming goals. *These are suggestions and not requirements nor exhaustive of this portion of your submission.*

II. Organizational Structure

Use this section to detail how your Chapter has organized itself to run efficiently. You may want to detail in this section how your Chapter manages officer placement, board members, recruitment, and enrollment. You may also choose to include information about fundraising approaches here. *These are suggestions and not requirements nor exhaustive of this portion of your submission.*

III. Photos and Additional Materials

Use this section to provide supplemental information about your Chapter, including photos or graphics from events and or additional information you think might enhance your Chapter of the Year submission. *These are suggestions and not requirements nor exhaustive of this portion of your submission.*