

CREDIT PROFESSIONAL OF THE YEAR AWARD FOR 2012

Presented by Credit Professionals International

Nomination Form

(covers nominee's activities from October 1, 2010 through September 30, 2011)

Name _____	Local Association _____
Firm _____	City _____
Type of Business _____	State _____
Position _____	District _____
Duties _____	Present Position in:
Address _____	Local Assn. _____
_____	State _____
Phone Number _____	District _____

This questionnaire must be filled out completely, every question answered even if the answer is no or none, and must be accompanied by a letter of not more than 250 words written by the candidate's local association recommending the member for the award. In order to qualify, the nominee must be a member in good standing, doing some phase of credit work as set up by our international standards. **International Officers are excluded from competition for this award.** Award to be based solely on the year designated on this form. (Candidate shall not nominate him/herself.)

- Send minutes of meeting at which candidate was nominated by the local association.
- Additional documentation not to exceed 4 pages. Do not send photos or scrapbooks. (Additional documentation is in addition to the application, letter of recommendation and minutes)

Local Associations Do not send this information directly to the International Committee. Nominees must first win the District award before International can consider them.

If your District has a State organization your submissions must be first submitted to your State Association; they in turn will submit it to the District.

Must be returned to the **District Advisory Committee** on or before **December 31, 2011.**

The District Advisory Committee will forward the information of the District winner to the **International Advisory Committee by March 31, 2012.**

No consideration will be given to applications or materials received after the due date.

To District Advisory Committee:

- Awards Program 1B applying to this award states "It will be the responsibility of the District Advisory Committee to confer and choose the District Credit Professional of the Year."
- The chairman of the District Advisory Committee shall send the following items to *each member* of the International Advisory Committee on or before the due date, **March 31, 2012.**
 1. A copy of the letter from the local association and the qualifications and additional documentation (not to exceed four (4) pages.)
 2. Attach a letter of recommendation stating that the applicant has been chosen as the District nominee.
- Send by email where possible or certified mail (or enclose a stamped self-addressed postcard to be returned acknowledging receipt) by **March 31, 2012.**

CREDIT PROFESSIONAL OF THE YEAR EVALUATION FORM

For individual scoring

District: _____ Name of Nominee: _____

Local Association: _____

Listed below are the applicable categories and point scoring guidelines:

POINT SCORING GUIDELINES

1. Attendance: 1 point for each Local regular meeting; 1 point each other CPI Locals.
2. Educational Certification: 2 points each for CPI sponsored courses and seminars; (attending a State, District or International event counts as two points inclusive, not points per session or speaker at the event) 1 point each for other Credit Education Activities.
3. Membership & Extension Efforts:
 - Membership: 5 points for each new member; 2 points for each activity to build membership.
 - Extension Efforts: 5 points for a new Local Association; 1 point for each participation in extension activities; 1 point for each follow-up.
4. Editorial Submissions: 5 points for a submission for either a District or International Publication. (Submissions must be written by candidate and not related to a particular office held, i.e. President's message, committee report, editorial, etc.)
5. Cooperation & Assistance to CPI: 3 points each for Local; 2 points each for State or District (office or committee positions held, other); 1 point each for International (committee positions only).
6. Promotion for CPI: 10 points for obtaining or maintaining CPI Certification. 3 points for participating in a CPI Walk-A-Thon by walking, sponsoring another member or giving a donation, etc., and 1 point each for other activities such as speaker at a local meeting, obtaining speakers for meetings, taking an active part in Ways & Means projects, etc.
7. Community credit activities and other community participation. This should be community, not local association programs. (Employment duty related talks or seminars are excluded and cannot be applied to this point system).
 - 5 points for active participation in Credit Education Month;
 - 2 points each for schools and talks to other organizations;
 - 2 points each for conducting credit seminars;
 - 2 points each for active community participation (not necessarily credit, could be work for United Way, Red Cross, etc.)

Note: Each activity must be listed in one (1) category only and there is no limit on the number of points that can be accumulated.

APPLICATION FORM

Note: Each activity must be listed in one (1) category only and there is no limit on the number of points that can be accumulated.

1. LOCAL ASSOCIATION ATTENDANCE AND OTHER CPI MEETINGS ATTENDED AND DATES:

LOCAL: 1 Point for each Regular Meeting Attended
How many meetings did the candidate attend? _____

OTHER CPI LOCALS: 1 Point each
Did candidate attend any CPI Seminars or meetings at other local CPI Association: _____
(List dates and sites)

2. EDUCATIONAL CERTIFICATION:

CPI SPONSORED COURSES AND SEMINARS: (List and give dates. Attending a State, District or International event counts as two points inclusive, not a point per session or speaker at the event)
2 Points for each function attended.

OTHER CREDIT EDUCATION ACTIVITIES: (List and give dates) 1 Point for each function attended.

3. MEMBERSHIP & EXTENSION EFFORTS:

NEW MEMBERS: Number of new members candidate was responsible for this past year. 5 Points for each new member (List names and date dues paid)

ACTIVITY TO BUILD MEMBERSHIP: (Describe other activities to build membership (such as news releases, contacts with businesses, etc.) 2 Points for each activity.

EXTENSION EFFORTS:

NEW LOCAL ASSOCIATION: (List and give date of Charter) 5 Points for a new association

3. MEMBERSHIP & EXTENSION EFFORTS CONTINUED

EXTENSION ACTIVITY (List and give dates) 1 Point for each.

FOLLOW-UP: (List and give dates) 1 Point for each follow-up.

4. EDITORIAL SUBMISSIONS: District or International Publication, (Subject/title and date of publication)
5 Points for a submission
(Submissions must be written by candidate and not related to a particular office held, i.e. Presidents message, committee report, editorial, etc.)

5. COOPERATION AND ASSISTANCE TO CPI: (Office or committee positions held, other)
LOCAL: (List and give dates) 3 Points for each.

STATE OR DISTRICT: (List and give dates) 2 Points for each.

INTERNATIONAL: 1 Point each for committee positions only.

6. PROMOTION FOR CPI: What did candidate personally do to promote CPI?
1. CPI CERTIFICATION: 10 Points for obtaining CPI Certification. (Give date received within past 5 years.)
MPCE _____ PCE _____ PCS _____ PCA _____
 2. CPI WALK-A-THON: 3 Points each activity. (List dates & activity)
 3. OTHER PROMOTION: 1 Point each activity. (List dates, topics or projects)
 - A. Speaker at a local meeting:
 - B. Obtaining a speaker for meeting:
 - C. Ways & Means projects:
 - D. Any other projects:

7. COMMUNITY CREDIT ACTIVITIES AND OTHER COMMUNITY PARTICIPATION:

(This should be community, not local association programs. Employment duty related talks or seminars are excluded and cannot be applied to this point system.)

CREDIT EDUCATION MONTH: 5 Points (List date (s) and activity)

(Example: Scholarship judging and presentations, mall displays, radio or television presentations, etc.)

SCHOOLS & TALKS TO OTHER ORGANIZATIONS: (List dates & organization) 2 Points each.

CREDIT SEMINARS: (List dates & details) 2 Points each.

COMMUNITY PARTICIPATION: 2 Points each.

(Not necessarily credit, could be work for United Way, Red Cross, etc.)

*Submit additional pages if needed. Additional documentation should not exceed 4 pages.
Do not send photos or Scrapbooks.*

Candidate's Signature _____ Date _____

Local association signatures:

President _____ Date _____

Secretary _____ Date _____

Signature/District Advisory Chairman _____ Date _____

Attach copy of minutes of the local association, board or advisory committee meeting showing endorsement of local association

Attach letter of recommendation for this award from your local association of not more than 100 words.

Nomination forms may also be obtained from our Website www.creditprofessionals.org