

AWARDS FOR IRA

Charges

1. To research and seek opportunities for state and local council awards
2. To prepare and submit applications, requirements, and related materials for state council awards

Duties of the Chair

1. Receive information from IRA regarding opportunities for the state councils to participate in IRA award programs (i.e. Award of Excellence, Five Star Policy Recognition Program, Advocacy Award).
2. Develop a timeline and annual plan to participate in IRA state council awards programs.
3. Prepare and submit application and related required materials for IRA awards programs.
4. Explore and pursue sources of award programs beyond IRA sponsored opportunities.
5. Develop activities or strategies to increase awareness of council awards opportunities.
6. Disseminate information and encourage local councils to participate in IRA sponsored council awards programs (i.e. Community Service Award, Honor Council).
7. Copy and organize related printed materials for Board of Directors' and Executive Committee meetings.
8. Prepare an annual report and submit a copy for file with the secretary (Bylaws Article VI, Section 12) and more frequently if requested by the president