

The Local Chapter Community Service Award honors a local International Literacy Association (ILA) chapter for outstanding service to its community through a literacy-related project or initiative. Many unique ideas have been realized through such community projects. Examples include information packets for parents of newborns, programs and materials for children and adults living in shelters and reading promotion activities for local libraries. These projects reach beyond their immediate community and become models that others can adapt to meet literacy needs outside of the classroom.

Reminders

- Applications for the 2025 Local Chapter Community Service Award Guidelines are due by **December 31, 2024**, and must be submitted electronically.
- Chapters are recognized for accomplishments during the previous year (**July 1, 2023–June 30, 2024**).
- Only local chapters in good standing with the ILA State/Provincial Chapter are eligible to apply for this award. State/Provincial Chapter should confirm eligibility by sending an email to chapters@reading.org.
- Entries that do not meet eligibility requirements will automatically be disqualified.
- Winning chapters cannot submit the same projects again.
- Criteria can be met through virtual or in-person activities.
- Attach one document for each section. Only a short summary is needed. The uploaded file must be smaller than 50MB.

Note: If your file is larger than 50MB, send the attachments via email to chapters@reading.org with the subject line AWARD OF EXCELLENCE ATTACHMENTS.

Please contact chapters@reading.org for assistance with your award submission.

Criteria

Your project will be judged by evidence found within this application on a five-point scale in six categories:

1. Uniqueness and creativity—The project should be innovative, unusual, and show evidence of local chapter creativity.
2. Effective literacy impact on the community—The application must explain the number of people served by the activity, the target audience reached by the project, the level of the community served (parents, children, teachers, etc.), and the product delivered to the community by the local chapter.

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3. Involvement of chapters members—The local chapter must state whether the project was a chapter-wide project, indicate the number of chapter members who participated in the community service project, and describe their participation.
4. Ease of replication—The expense and time needed to duplicate the project must be explained to meet this criterion.
5. Clarity of application—When submitting the application, specific project details should be given, **including the project starting and ending dates**. The application should be filled out in its entirety.
6. Preparation of materials—A complete copy of the application and any supporting items must be submitted. A complete copy of all items received will be given to each committee member for project review purposes.

Begin your online application using the [ILA Local Chapter Community Service Award form](#).