

Revised 6/2021

## Guidelines and Application

### Updates/Reminders for 2021–2022

- Award applications are due by **December 15, 2021**, and must be submitted electronically. Please contact [chapters@reading.org](mailto:chapters@reading.org) for assistance with your award submission.
- Must be recognized as a local chapter within your state.
- Chapters are recognized for accomplishments during the previous year (July 1, 2020–June 30, 2021).
- Criteria can be met through virtual or in-person activities.

## PART I: SERVICE TO CHAPTER MEMBERS

### Required Criteria

#### A. Long Range Plan

Provide a written plan for chapter work. Include the mission, goals, strategies, meetings, and activities for the next one, two, or three years.

### Optional Criteria (CHOOSE 3)

#### A. Image Brochure

Develop an image brochure that reflects the chapter mission and highlights affiliation with ILA and the state/provincial chapters.

#### B. Video/Slideshow

Develop a video/slideshow that highlights the chapter's history and accomplishments. Explain how the video/slideshow is used to promote the chapter.

#### C. Website/Social Networking

Maintain a website or social networking site that is current, relevant, and contains up-to-date information about activities, opportunities to expand member involvement, and gives potential members access to join.

#### D. Newsletter

Create a newsletter or similar communication piece containing information about chapter activities, highlighting professional resources, and promoting membership.

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## ILA HONOR AWARD GUIDELINES (CONTINUED)

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### **E. Supporting Future/New Educators**

Document chapter support for the professional growth of future/new educators

Examples include: college scholarships, conference registration, complimentary/discounted memberships, providing teacher resources/instructional materials, offering meetings, workshops, webinars, institutes, etc. designed to serve future/new teachers.

### **F. Professional Development for Chapter Members**

Document support for the professional development of chapter members. Examples include: college scholarships, conference registration, offering meetings, workshops, webinars, institutes, etc. based on the current needs of chapter members.

## **PART II: SERVICE TO LOCAL COMMUNITY**

### **Optional Criteria (CHOOSE 3)**

#### **A. Celebrate Literacy**

Recognize an organization, institution, or individual that has made significant literacy contributions at the local, state, or provincial level with a Celebrate Literacy Award. Information regarding this award can be found on the ILA website. Accomplishments may include 1) direct teaching at any level, 2) organizing local literacy programs, 3) promoting public support relative to enhancing literacy, 4) producing teaching materials or special media for literacy programs, 5) conducting research in literacy, 6) conducting special surveys for literacy planning, 7) providing young people with opportunities to help with literacy activities, and 8) conducting informal educational activities of a social, cultural, economic, or political nature in which literacy activities are included. Each chapter should develop specific selection guidelines for the award. Recognition certificates may be requested from ILA.

#### **B. Community Literacy Project**

Organize and implement a community literacy project. Examples include: International Literacy Day, Read Across America events, reading at the mall, summer reading incentive programs, read-a-thons, etc.

#### **C. Advocacy**

Participate in advocating for significant literacy issues. In the US, chapter members may be active in educating legislators or provincial officials about literacy issues pertinent to local chapter members.

#### **D. Early Childhood/Family Literacy**

Conduct a program or project that focuses on the important role families play in children's literacy development.

#### **E. Young Authors**

Sponsor or cosponsor an activity that encourages, supports, and recognizes student writers in the chapter's geographic area. Examples include: young authors' contests, writing workshops, authors' tea, writing celebrations, etc.

#### **F. Community Service**

Perform a service project that brings literacy benefits to community members. Examples include: **virtual** readings, collecting magazines/books for community programs, assisting with adult literacy programs, etc.

#### **G. Media Outlets in Education (MOIE)**

Promote the use of print media for instructional purposes in the classroom and at home. Examples include: inviting MOIE to a chapter meeting to share instructional strategies, including MOIE activities in newsletters or on the chapter's website, providing MOIE resources to schools, etc.

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### **PART III: PARTNERSHIP WITH STATE/PROVINCIAL CHAPTER AND ILA**

#### **Required Criteria (ALL, A–D)**

##### **A. Chapter Members**

Have ten ILA members in the chapter.

##### **B. State/Provincial Recommendation**

The state/provincial board of directors provides a letter of recommendation that the chapter is in good standing with the state.

##### **C. Support State/Provincial Goals**

Summarize how the chapter supports programs and projects that reflect the strategic plan of the state/provincial chapter.

##### **D. Support ILA's Mission**

Describe how the chapter supports ILA's mission. ILA's strategic statements are located on the ILA website.

### **PART IV: SERVICE TO INTERNATIONAL COMMUNITY**

#### **Optional Criteria (CHOOSE 2, A–E)**

##### **A. International Literacy Day**

Participate in an International Literacy Day celebration.

##### **B. Help Support the Global Fund**

As a member of the ILA global network, your chapter has the opportunity to support educators in developing countries. ILA's global fund helps to promote literacy activities around the world. Your contribution of \$100 or more can help to support future projects such as establishing libraries in Tanzania, after-school young writers clubs in Sierra Leone, reading contests in rural Bangladesh, and reading kits in Bolivia.

\*If choosing this option, please make your check payable to ILA and indicate "Honor – Part IV B" in the memo section.

##### **C. Worldwide Literacy**

Contribute to worldwide literacy effort by providing materials, funds to purchase school supplies, or assisting with costs related to the professional growth of teachers.

\*If choosing this option, please make your check payable to ILA and indicate "Honor – Part IV C" in the memo section.

##### **D. International Literacy**

Conduct a project that will promote literacy in another country. This project may involve a partnership with other agencies, such as Peace Corps, Red Cross, Rotary, etc.

##### **E. ILA International Partnership**

Establish a partnership with an international affiliate. Examples include: sharing professional information, providing teaching resources, communicating virtually, etc.