

# NCPA Chapter of the Year Application



Each year, NCPA recognizes the top four student chapters at our annual convention. The winner of Chapter of the Year receives a cash award of **\$2,000**. First runner-up, second runner-up, and the most improved chapter will receive **\$1,000, \$500, and \$250** respectively.

Below are the criteria for filing the NCPA chapter of the year application. All chapters must submit their report in the format given. Failure to do so will result in ineligibility of your report for chapter of the year (COY).

Please look through each section as they will be graded on a percentage. Feel free to add an appendix to the Chapter of the Year report. The appendix should include pictures, flyers, Power Point presentations, etc. These materials will only be included in the grading of the Chapter of the Year report in the case of a tie. Additionally, these materials may be used to highlight innovative and progressive projects in the *New Independent*, which appears bimonthly in *America's Pharmacist*.

## How to Submit the Chapter of the Year (COY) Application

- Fill out each COY form based on one of the eight sections listed below under grading criteria (neighborhood community service, creating members, etc.). There should be 8 sections to mail in if your chapter has participated in each section.
- An appendix with all your pictures, flyers, power points, etc. can be added to your application if you wish to do so. Also, the appendix does not have to be broken down into the nine sections.
- Please include information about activities your chapter has participated in with other organizations in the school of pharmacy.
- Under each section, it is requested that you offer suggestions on how to make your student NCPA chapter stronger. Please take a minute to write one or two sentences.

Please contact Afton Yurkon, Associate Director of Management and Student Affairs at NCPA at [afton.yurkon@ncpanet.org](mailto:afton.yurkon@ncpanet.org) or (703) 838-2696 with any questions regarding the chapter reporting process.

Please mail or email the Chapter of the Year application and any supporting documents to:  
**NCPA Student Affairs, 100 Daingerfield Road, Alexandria, VA, 22314-2888 or**  
**[afton.yurkon@ncpanet.org](mailto:afton.yurkon@ncpanet.org)**

All forms must be **Postmarked or Emailed by May 30<sup>th</sup>**

# Grading Criteria

## **N**eighborhood Community Service (15%)

NCPA Student Chapters give back to their communities. Independent pharmacists have a tradition of community service and helping people in your community is a key element of a good NCPA student chapter. Chapters will be evaluated based on their participation in community service.

## **C**reating Members (15%)

NCPA Student Chapters create new members. Encouraging membership and participation in NCPA on the national level is the cornerstone of a successful NCPA student chapter. Chapters will be evaluated based on their efforts and successes in recruiting and retaining members.

## **P**romoting Independent Pharmacy (25%)

NCPA Student Chapters promote independent pharmacy and stimulate interest in independent pharmacy ownership. Without this component, a student chapter cannot thrive. The strength of a chapter is measured by its promotion of independent pharmacy, from guest speakers to special projects. Chapters will be evaluated based on the various ways they promote independent pharmacy.

## **A**dvocating Legislative Action (25%)

NCPA Student Chapters are politically active. The NCPA PAC motto rings true, especially for our student chapters: "Get into politics or get out of pharmacy". Chapters will be evaluated based on their participation in legislative activities, both on the state and national levels.

**The other 15% will be graded on the following: Fundraising, Business Plan Submission, and the Wellness Challenge and Political Advocacy Challenge report Submission.**

**Here is the breakdown of the how each chapter's application will be judged:**

- 1. Neighborhood community service – 15%**
- 2. Creating members – 15%**
- 3. Promoting independent pharmacy – 25%**
- 4. Advocating legislative action – 25%**
- 5. Fundraising/Misc. – 5%**
- 6. Business Plan Submission – 5%**
- 7. Wellness Challenge Report Submission – 2.5%**
- 8. Political Action Challenge Report Submission – 2.5%**

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