



## **REC-112: Good Neighbor Award – 16 October 2020**

This document defines the principles, criteria and procedure for the Good Neighbor Award which recognizes Chapters for contributions toward the well-being (growth and sustainability) of other Chapters in pursuance of the interests of INCOSE as a whole.

### **Purpose**

The Award aims to encourage mature and strong Chapters to support other fledgling (emerging) and struggling Chapters by giving recognition to demonstrable efforts to improve the operations, services and well-being of Chapters in need toward growth and sustainability.

### **Award Description**

The Award shall comprise a monetary value of USD 2,000, as well as a parchment certificate. The method of disbursement shall be mutually agreed between INCOSE and the recipient Chapter(s).

### **Eligibility**

The Award is an annual recognition, and there shall be a maximum of one annually for each INCOSE Sector. All Chapters are eligible as beneficiaries and may nominate a benefactor Chapter for an Award.

### **Nomination**

Nominations for the Award shall be made by beneficiary Chapters' Presidents based on evidence of support provided by benefactor Chapters over a period of one year (Jan-Dec). The nomination letter shall be submitted to the Sector Director no later than 28 February for consideration. If there is no suitable nomination in a Sector, the Award will be passed over for the year.

### **Selection Criteria**

The Award shall be based, *inter alia*, on the following criteria:

- Mentoring support.
- Facilitation of new Chapter creation, e.g., lessons learnt exchange, support to network setting-up, etc.
- Chapter Working Group participation.
- Travelling member services, e.g. visiting speakers, SE coaching.
- Facilitated industry outreach resulting in Chapter membership growth, Chapter sponsors and extension in Chapter services to its membership.
- Shared/customized SE products.
- Shared local events, e.g. virtual events and speaker programs.
- Shared social media, blogs, newsletters, etc.



### **Evaluation**

Each Sector Director shall be responsible for the evaluation of nominations within their Sector and may appoint a committee to assist in this regard. The recommended nomination shall be ratified by the INCOSE Board of Directors.

### **Presentation**

The Award(s) shall be presented annually at the International Symposium. Recipients will be notified by the Sector Director no later than one month after the second quarter Board of Directors meeting in order to allow them the opportunity to arrange for Chapter representative(s) to receive the Award.

**SUPERSEDES: REC-112 dated April 20, 2018**

**APPROVED BY: INCOSE Board of Directors, Virtual Board of Directors Meeting, 16 October 2020**

**POLICY OWNER (RACI Responsible R): Sector Directors**

**MAINTAINED BY (RACI Accountable A): President-Elect**