



CHAPTER BLUE CHIP CERTIFICATION FORM

State Name _____

State Number _____

Chapter Name _____

Pop. Div. Chapter Number _____

Notice: You need to have a state officer sign your form before submitting it to The U.S. Jaycees. Check appropriate report submitted.

- First report (Postmark deadline to The U.S. Jaycees — August 15)
- Year-end Report (Postmark deadline to The U.S. Jaycees — April 17)

Required Items:

Check boxes of all completed items and attach requested materials.

1. Chapter plan
 - Member survey
 - Community needs analysis
 - Planning session
 - Planning Guide for Chapters (attach copy)
 - Calendar of events (attach copy)
 - Organizational chart (attach copy)
 - Annual budget (attach copy)
 - Annual membership plan (attach plan)
2. Board of directors orientation/social
3. Attend training school (verified by state organization)
4. Membership growth: May 1 _____
Current _____
5. General membership meetings
6. Board of directors meetings
7. Major Emphasis Area entry (attach completed MEA entry form)
8. Conduct Springboard program
9. Conduct Degrees of Jaycees program
10. Community Development projects. (List name and date)

Project Name	Date
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

11. Individual Development programs. (List name and date)

Program Name	Date
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Optional Requirements:

1. Bid or host district/regional/state meeting or event
2. District/regional/state meeting attendance (4 meetings)
3. Chapter extension and affiliation

_____	_____
Chapter Name	Date Affiliated

Population Division - Optional Requirements:

4. Written communications (attach correspondence)
5. Orientation programs
6. Committee chairmen training
7. Chapter visitations. (List chapter visited and date)

Chapter	Date
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
8. Management Development projects. (List name and date)

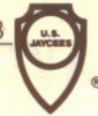
Project Name	Date
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The undersigned hereby certify that all Blue Chip requirements have been completed. (Must be signed by chapter president and either district or regional director or state president.)

Chapter President _____

State President/Regional Director/District Director _____

Send original with attachments to U.S. Jaycees; send copy to state office; give copy to state officer who signed this form; retain copy for your files.



CHAPTER BLUE CHIP REQUIREMENTS

"The Chapter Management Tool for Success"

The Blue Chip program will serve as a guide in achieving a successful Jaycee year. The Blue Chip Award will be presented annually to chapters that: 1) Successfully complete the Blue Chip program requirements; and 2) Submit the Blue Chip Certification Report forms with all requested materials attached and a signature of approval by either their district director, regional director or state president. The Blue Chip Certification Reports must be submitted by the following dates:

- First Report (Postmark deadline - August 15) • Year-End Report (Postmark deadline - April 17)

Finalists for the Charles Kulp Memorial Award and Clarence Howard Memorial Award must qualify for Blue Chip. Entry forms for these memorial awards must be submitted through your state president.

Utilize the **Chapter President's Management Handbook** for information to achieve each requirement.

Required Items:

Complete requirements and attach requested materials to report form. Check the boxes when requirements are completed.

- Prepare a chapter plan. Complete the following requirements and attach the requested information to your first report, postmarked by August 15.
 - Conduct a member survey.
 - Conduct a community needs analysis.
 - Conduct a chapter planning session.
 - Complete the Planning Guide for Chapters (attach copy).
 - Prepare a calendar of events (attach copy).
 - Prepare an organizational chart (attach copy).
 - Prepare an annual budget (attach copy).
 - Prepare an annual membership plan (attach copy).
- Conduct a board of directors orientation/social by August 15. Suggested topics:
 - Officers' and directors' responsibilities.
 - Member survey and community needs analysis.
- Attend your state local officers training school or a district or regional local officer training school by August 15. (Verified by state organization.)
- Chapter must have year-end growth by at least one member if at average chapter size or growth by at least 15 percent if below average chapter size.
- Conduct monthly general membership meetings.
- Conduct monthly board of directors meetings.
- Submit one Major Emphasis Area entry in either the community development or individual development programming areas to your state year-end judging. (Submit completed Major Emphasis Area entry form.)
- Conduct the Springboard program for new members and certify participants.
- Conduct the Degrees of Jaycees program for members and certify participants.

Chapter Population Divisions	#1-#4	#5	#7	#9
10. <input type="checkbox"/> Conduct the following amount of community development projects. (List name and date of each project conducted.)	4	6	8	3
11. <input type="checkbox"/> Conduct the following amount of individual development programs. Personal, Leadership and Communication Dynamics are required. (List name and date of each program conducted.)	4	5	7	3

Optional Items:

Your chapter must complete six out of the eight optional requirements in order to be eligible for Blue Chip status. (Population division nine chapters must only complete four out of eight optional requirements.) Attach requested information.

- Bid or host a certified district/regional/state meeting or event.
- Attend at least four (4) of any combination of district, regional or state meetings.
- Extend and affiliate one new Jaycee chapter as per instructions offered in The U.S. Jaycees Extension Kit. (List chapter name and date affiliated.)

The other optional requirements listed below are based upon the various chapter population division sizes. Complete the requirements for your chapter's population division and attach requested information to report forms.

Chapter Population Divisions	#1-#4	#5	#7	#9
4. <input type="checkbox"/> Provide written communications (newsletters, postcards or personal letters) to each member the following number of times (attach copies).	6	10	12	4
5. <input type="checkbox"/> Conduct orientation programs the following number of times.	2	4	6	2
6. <input type="checkbox"/> Conduct training for project committee chairmen the following number of times.	2	3	4	1
7. <input type="checkbox"/> Make chapter visitations to the following number of chapters. (List chapters visited.)	3	6	8	0
8. <input type="checkbox"/> Conduct the following amount of management development projects. (List name and date of each project conducted.)	3	6	8	3

Pop. Div.	Population	ACS	Pop. Div.	Population	ACS	Pop. Div.	Population	ACS
1	0-850	30	4	5001-15000	50	7	75001-150000	90
2	851-2500	35	5	15001-30000	60	8	150001-& up	125
3	2501-5000	40	6	30001-75000	75	9	non-reg. chapters	30

BRONZE CHIP PROGRAM

A chapter which has achieved Blue Chip status for a minimum of three consecutive years and whose membership has increased by 15 percent during those three years shall qualify for Bronze Chip. Example: May 1, 1987, membership = 30; April 30, 1990, membership = 35. Total membership increase is 15 percent.

SILVER CHIP PROGRAM

A chapter must be a Bronze Chip chapter and must have achieved Blue Chip status for four consecutive years. Also, a chapter must have a membership that is above their year-end Bronze Chip membership level and must complete one affiliation during that time period.

GOLD CHIP PROGRAM

A chapter must be a Silver Chip chapter and must have achieved Blue Chip status for five consecutive years. Also, a chapter must have a membership that is at or above their average chapter size according to their chapter population division.

DIAMOND CHIP PROGRAM

A chapter must maintain their Gold Chip status for five more consecutive years.