CRITERIA FOR MAPP CHAPTER AWARDS

The Linda D. Windsor Distinguished Service Award candidate will be evaluated on having obtained one, some or all of the following criteria within the past five years:

- Have a minimum of five years active membership participation in MAPP.
- Has served as a MAPP officer and/or board member.
- Has served as the chairperson for various committees.
- Has provided contributions to MAPP (Missouri Association of Public Purchasing)-any of the following criteria or other pertinent accomplishments for MAPP:
  - Served as a speaker/discussion leader at a MAPP sponsored conference or seminar
  - Coordinated a MAPP sponsored conference or seminar
  - Caused to be implemented some meaningful program or event that MAPP offers to membership
  - Provides leadership and assistance to MAPP members whenever called.
- Help to bring credit to their entity and/or MAPP with exceptional contributions to the purchasing field or their community.
- Help to enhance the objective and excellence of MAPP and/or their entity by obtaining achievements that display personal initiative and creativity.
- Maintain high ethical and moral standards.
- Active participant and promoter of education and professional development.
- Innovator in changing purchasing concepts and procedures.
CRITERIA FOR MAPP CHAPTER AWARDS

The **MANAGER OF THE YEAR** candidate will be evaluated on having obtained one, some or all of the following criteria within the past three years. The candidate will have served in a management capacity and had provided outstanding service to MAPP and their entity. Awards will be given to a manager from a large entity and from a small entity. A large entity is defined as any purchasing group with six or more employees at the manager’s work location. A small entity is defined as any purchasing group with five or less employees at the manager’s work location.

I. Contributions to the entity he/she serves-35 potential points

The candidate has made significant contributions to the governmental entity served, as demonstrated by:

A. Enacted policies or practices that have enhanced the efficiency and effectiveness of their agency and/or end users
B. Demonstrated efforts to recruit and retain professional purchasing staff
C. Establishment of a staff development program including internal and/or external training
D. Developing, recommending, implementing, reviewing, and managing a budget (including funds for staff training and certification)
E. Developing or directing the development or revision of a manual for procurement personnel, users, or vendors
F. Serving on a committee or task force involved in developing, implementing, or revising new procurement procedures
G. Service award recipient or recognition nominee (non-chapter related awards)

II. Contributions to the NIGP chapter-45 potential points

The candidate has made significant contributions to the Chapter as demonstrated by:

H. Served as an Officer/Board member of the Chapter
I. Served as a Committee member of the Chapter
J. Served as an Instructor for a Chapter training session
K. Served as an Education Coordinator for the local Chapter
L. Served as a Chapter Web Administrator
M. Served as a Speaker at a professional purchasing association conference or meeting other than the NIGP Forum
N. Served as an Instructor for UPPCC certification review sessions
O. Publishing articles on purchasing or purchasing-related topics in professional publications, local Chapter newsletter, Chapter Networker or other purchasing-related publications
P. Served as a Chapter special assignment volunteer
Q. Developed a special survey, study, or report for the Chapter
III. Professionalism and Ethics - 10 potential points

The candidate has exhibited high standards of professionalism and ethics as demonstrated by:

R. Holds the CPPO and/or CPPB designation
S. Having any other professional certification(s)
T. Served as an Instructor for college courses on purchasing related subjects

IV. Contributions to the Institute - 10 potential points

The candidate has made significant contributions to NIGP as demonstrated by:

U. Serving on a NIGP Ad Hoc or Auxiliary Committee
V. Serving as a workshop presenter or meeting facilitator at the NIGP Annual Forum
W. Serving as a NIGP Forum networking session facilitator
X. Serving as a NIGP instructor or member of LEAP or PMAP team
Y. Serving as a member of Quality Control Team (QCT)
CRITERIA FOR MAPP CHAPTER AWARDS

The **BUYER OF THE YEAR** candidate will be evaluated on having obtained one, some, or all of the following criteria **within the past three years**. Awards will be given to a Buyer from a large entity and from a small entity. A large entity is defined as any purchasing group with six or more employees at the Buyer's work location. A small entity is defined as any purchasing group with five or less employees at the Buyer's work location.

I. **Contributions to the entity he/she serves-35 potential points**

The candidate has made significant contributions to the governmental entity served as demonstrated by:

A. Initiating procurement concept that will lead to Excellence in Public Procurement
B. Enacted policies or practices that have enhanced the efficiency and effectiveness of their agency and/or end users
C. Developing or directing the development or revision of standard operating procedures for procurement personnel and end users
D. Developing or directing the development or revision of a manual for vendors
E. Serving on a committee or task force involved in developing, implementing, or revising procurement-related subjects
F. Serving a governmental group, civic organization, or association, not procurement-related, such as Mayor's Committee on Safety, Government Employees Credit Union, United Way, Diversity, Employee Recognition Committee, etc.
G. Service award recipient or recognition nominee (non-chapter related award)

II. **Contributions to the NIGP chapter-45 potential points**

The candidate has made significant contributions to the Chapter as demonstrated by:

H. Served as an Officer/Board member of the Chapter
I. Served as a Committee member of the Chapter
J. Served as an Instructor for a Chapter training
K. Served as a Education Coordinator for the local Chapter
L. Served as a Chapter Web Administrator
M. Served as a Speaker at a professional purchasing association conference or meeting other than the NIGP Forum

The candidate has made significant contributions to the Chapter as demonstrated by:

N. Served as an Instructor for UPPCC certification review sessions
O. Publishing articles on purchasing or purchasing-related topics in professional publications, local Chapter newsletter, Chapter Networker or other purchasing-related publications
P. Served as a Chapter special assignment volunteer
Q. Developed a special survey, study, or report for the Chapter
III. Professionalism and Ethics - 10 potential points

The candidate has exhibited high standards of professionalism and ethics as demonstrated by:

R. Holds the CPPO or CPPB designation
S. Having any other professional certification(s)
T. Served as an instructor for college courses on purchasing related subjects

IV. Contributions to the Institute - 10 potential points

The candidate has made significant contributions to NIGP as demonstrated by:

U. Serving on a NIGP Ad Hoc or Auxiliary Committee
V. Serving as a workshop presenter or meeting facilitator at the NIGP Annual Forum
W. Serving as a NIGP Forum networking session facilitator
X. Serving as a NIGP instructor or member of LEAP or PMAP team
Y. Serving as a member of Quality Control Team (QCT)