

Memo to: Chesapeake Bay Chapter President and Annual Report Preparers

From: Chairman, Awards and Honors Working Group, Program Year 2012–2013

Date: November 4, 2013

Subject: Walter R. Graalman Award Announcement

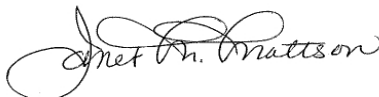
The Awards and Honors Working Group reviewed your Chapter Annual Report (CAR) for the Program Year July 1, 2012, through June 30, 2013. On behalf of NCMA's Awards and Honors Working Group and the Graalman Review Team, I am pleased to congratulate you for your work as reflected in your CAR submission. As a result of your timely and complete submittal, as well as the Review Team's overall assessment, you have qualified to receive a **Silver Graalman Award**. The award will be presented at an award ceremony at the Spring Chapter Leadership Summit on Friday evening, March 28, 2014 at The Westin Hotel in San Diego CA.

The Graalman Award recognizes chapters that provide the best value to members, taking into account the demographics and unique aspects of the chapter. In completing the CAR, NCMA's goals and objectives were considered in connecting the chapter and NCMA. The Graalman Award serves as recognition for chapter excellence and the demonstration of effective chapter operations. If you wish, you may request a debriefing on your award from the review committee. To request one, please send an e-mail to awards@ncmahq.org and one will be scheduled for you. You have the right to appeal your rating as long as you submit your appeal to awards@ncmahq.org by November 20, 2013.

Congratulations in your work toward the National Objectives as reflected in your CAR, which clearly shows you have worked toward bringing value to your membership and the association as a whole. The Graalman criteria established early in NCMA's history serves as a good tool to plan and report on accomplishments. In the months to come, we will ask for suggestions on how to improve our assessment and the Graalman Award for next year.

We look forward to seeing you continue your excellent work in the coming year.

Sincerely,

A handwritten signature in cursive script that reads "Janet M. Mattson".

JANET M. MATTSON, CPCM, Fellow
Chair, NCMA Awards and Honors Working Group