



ARKANSAS SOCIETY OF ASSOCIATION EXECUTIVES

**April 2, 2018**

**TO: ASAE Membership**

**SUBJECT: Excellence in Communications Awards**

The ASAE Excellence in Communications Awards were established 20 years ago to recognize the outstanding communications and public relations produced by Arkansas associations. Communications are a vital part of an association whether it's educating the association members, influencing legislators or informing the general public.

We encourage you to consider entering this year so that others can learn from your success! As usual, there is no fee to submit an entry.

The awards have been divided into two categories relating to association resources:

Category 1: For associations with budgets **under** \$500,000

Category 2: For associations with budgets **over** \$500,000.

Each category has two types of entries:

1. **Single Communications Piece** (brochure, newsletter, ad, annual report, membership materials, website, social media).
2. **Overall Campaign** (any program or event that used more than one medium by which to promote it).

Associations can submit multiple entries for Single Communications piece but only one entry for Overall Campaign. Associations submitting entries are asked to provide samples and descriptions of their communications to be evaluated. Entries will be judged by communications professionals from a sister state association on the following criteria:

- Research
- Planning
- Implementation: design, layout, content or delivery
- Results and evaluation

An entry form is enclosed. If submitting multiple entries, be sure to attach separate forms for each.

**The deadline for entries is May 15, 2018.** This is a firm deadline!

**Arkansas Society of Association Executives**  
P.O. Box 23034, Little Rock, Arkansas 72221 ♦ 501-223-9188



ARKANSAS SOCIETY OF ASSOCIATION EXECUTIVES

## 2018 Excellence in Communications Awards

### Entry Form

**Rules for Entry:** Any and all types of communications medium (print or broadcast) will be considered. Please submit in print or electronic format **by May 15**. There is no fee to submit an entry.

Submitted by: \_\_\_\_\_ Title: \_\_\_\_\_

Association: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Entry \_\_\_\_\_

**Category** (Please check which you are entering)

- Category 1: For associations with budgets **under** \$500,000
- Category 2: For associations with budgets **over** \$500,000

**Type of entry** (Please check which you are entering)

\_\_\_\_\_ **Single Communications Piece**

A single piece may be brochure, newsletter, ad, annual report, membership materials, website, social media.

\_\_\_\_\_ **Overall Campaign**

Program award must include **more than one medium** used for an event, program, campaign, educational awareness, etc.

Associations can submit multiple entries for Single Communications piece but only one entry for Overall Campaign. Associations submitting entries are asked to provide samples and descriptions of their communications to be evaluated. Entries will be judged by communications professionals from a sister state association on the following criteria:

- Research
- Planning
- Implementation: design, layout, content or delivery
- Results and evaluation

Please answer the following questions on a separate attachment for each entry:

1. What were the goals of this communications program?
2. How did you plan and implement the communication?
3. What were the measureable results achieved with this project?
4. How did you evaluate its success?

**Entry Deadline: May 15, 2018**

*All entries should be delivered by close of business to:*

*ASAE  
P.O Box 23034  
Little Rock, AR 72221*

*OR*

*ASAE  
9 Shackleford Plaza, Ste 1  
Little Rock, AR 72211*

Contact Marilyn Porterfield [office@arksae.net](mailto:office@arksae.net) with questions: Phone: 501-223-9188.