



## **DKG, Illinois State Organization LEGISLATIVE CERTIFICATES OF APPRECIATION**

### **Purpose of the DKG, Illinois State Organization Legislative Award**

To recognize legislators and others working in the legislative process whose support of current and on-going legislation improves education and advances and protects women's rights.

### **Criteria for the Award**

1. Positive voting record or work on legislation consistent with the purposes of DKG, Illinois State Organization.
2. Leadership in either chamber, committee or otherwise in support of Delta Kappa Gamma goals.
3. Exercises influence for Delta Kappa Gamma goals.
4. Responsiveness to local constituents.

### **Procedures**

1. This is a chapter nomination that must be approved by the membership before submission to the DKG, Illinois State Organization Legislation Committee. Date of the approval must be included on the nomination form.
2. Chapters will electronically submit recommendation forms with appropriate documentation to the DKG, Illinois State Organization Legislation Committee by February 1. Email dates after February 1 will not be accepted. E-MAIL TO: [djkilgus@frontier.com](mailto:djkilgus@frontier.com) Chapters will receive a confirmation of receipt of the recommendation via email. If confirmation is not received prior to February 1, contact Janet Kilgus at [djkilgus@frontier.com](mailto:djkilgus@frontier.com) or 815.848.4842.
3. The Legislation Committee will review information and determine eligibility.
4. The Legislation Committee will communicate approval/disapproval of recommendation and notify the State President by March 1.
5. Recipients of the Award and the Chapters nominating the recipient will be notified by March 1. Chapters will be responsible for registering their legislator for the Convention Awards Breakfast. A registration form will be sent with the notification.
6. Recipients will be recognized at the DKG, Illinois State Organization Convention's Awards Breakfast. It will be the responsibility of the Chapter to pay for the legislator's breakfast.
7. If the recipient is unable to attend, the chapter will accept the award and be responsible for giving it to the Legislator.
8. Awards will be publicized in the Lambda State *Newscaster* with a press release for chapter use in contacting local media.



***DKG, Illinois State Organization Legislation Committee***  
**GUIDELINES FOR AWARDING CERTIFICATES OF APPRECIATION**

- 1. Chapters will electronically submit recommendation forms with appropriate documentation to the DKG, Illinois State Organization Legislation Committee by February 1. E-mail dated after February 1 will not be accepted.  
EMAIL TO: [djkilgus@frontier.com](mailto:djkilgus@frontier.com)**
- 2. Receipt of recommendations will be acknowledged by e-mail as they are received. Chapters who have not received such should contact the committee chair at the above address.**
- 3. Legislation Committee will communicate approval/disapproval of the recommendation and notify state president by March 1.**
- 4. All items on the form for the Certificate of Appreciation must be completed by each chapter submitting a recommendation.**
- 5. Legislators and those working with the legislative process will be awarded a Certificate only once per biennium. A list of past year's recipients appeared in the *Newscaster* after the convention.**
- 6. There is no limit on the number of recommendations submitted each year or on the number of certificates awarded.**
- 7. Chapters may resubmit a recommendation for a legislative award previously disapproved, if the reason for the disapproval has been corrected.**
- 8. Documentation on a nominee should include current voting records and data as well as past information, i.e., record on women's issues, educational funding, seniority rights, pension funding, tuition tax credits, etc. or other exemplary work in the legislative process and on legislative issues. This information can be obtained from the legislator, IFT, IEA, League of Women Voters, AAUW, IRTA, news media, etc.**

**RETURN FORM AND DOCUMENTATION BY FEBRUARY 1 TO:**

Janet Kilgus, Legislation Chair  
[djkilgus@frontier.com](mailto:djkilgus@frontier.com)

**CERTIFICATE OF APPRECIATION RECOMMENDATION FORM**

**Instructions:** Supportive data to document recommendation must be included; i.e., voting records, news releases, etc. All sections of this form must be completed. (See Guidelines.) Submit this form and all documentation to the chair of the DKG, Illinois State Organization Legislation Committee Janet Kilgus by February 1 to: [djkilgus@frontier.com](mailto:djkilgus@frontier.com)  
Forms e-mailed after February 1 will not be accepted.

Chapter \_\_\_\_\_ President \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_ Phone \_\_\_\_\_

Legislation Chairperson \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_ Phone \_\_\_\_\_

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Date Chapter Approval Given \_\_\_\_\_

Signed \_\_\_\_\_  
Chapter President

Legislator or person involved in the legislative process \_\_\_\_\_  
Legislative District or work assignment \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

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Date of Receipt of Recommendation \_\_\_\_\_

Certificate Approved: Yes \_\_\_\_\_ No \_\_\_\_\_

Signed \_\_\_\_\_  
Chairperson, DKG, Illinois State Organization Legislation Committee

Date \_\_\_\_\_

