

## AUXILIARY TO THE AMERICAN VETERINARY MEDICAL ASSOCIATION

### *PROMOTING AND SUPPORTING THE VETERINARY PROFESSION*

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#### ACHIEVEMENT STANDARDS FOR CONSTITUENT AUXILIARIES of the AUXILIARY TO THE AMERICAN VETERINARY MEDICAL ASSOCIATION

- 1. MEMBERSHIP: Maintain Plus One Member** – Maintain the number of national auxiliary members in your constituent and add one member. Recognition automatically determined in the national Auxiliary office from AVMA membership records. *(This figure is based on national auxiliary membership numbers and not constituent auxiliary members or national life members).*  
**MAY 31 DEADLINE!**
- 2. ANNUAL REPORT:** The “Annual Report” form must be submitted to the national auxiliary office within fifteen (15) days of a constituent’s annual meeting which occurs between the national auxiliary’s fiscal year of June 1 thru May 31. *Officers of a constituent auxiliary must be paid members of the national auxiliary. If all officers are not paid members of the Auxiliary to the AVMA, the constituent auxiliary is not considered to be in good standing with the Auxiliary to the AVMA and cannot be represented in the House of Delegates with full delegation. Two delegates will be allowed for active auxiliaries. National membership will be checked and certified upon submission of the Annual Report.*
- 3. STANDARDS OF ACHIEVEMENT:** This form must be submitted to the Auxiliary of the AVMA before May 31<sup>st</sup> of every year.

*The above three standards must be maintained, completed and submitted before a gold or silver achievement award can be presented to a constituent auxiliary. Current forms must be used for the reporting of these reports. Please contact the national auxiliary office to make certain you are using current forms. DO NOT SEND ANY FORMS, INFORMATION OR CORRESPONDENCE TO THE SCHAUMBURG OFFICE. WE NO LONGER HAVE AN OFFICE IN THIS LOCATION. ALL CORRESPONDENCE TO BE SENT TO:*

**AUXILIARY TO THE AVMA**  
**1931 North Meacham Road**  
**Schaumburg, IL 60173**

**In addition to the above requirements, the projects below must be completed to qualify for complete participation and to receive either a silver or gold certificate. Nine (9) or more from the list below are required for the Gold Award plus completion or fulfillment of the three (3) items listed above (“Membership” – Maintain plus one, “Annual Meeting Report” form, and**

“Standard of Achievements” form.) Six (6) or more from the list below required for Silver Award plus completion or fulfillment of the three (3) items listed above (“Membership” – Maintain plus one, “Annual Meeting Report” form, and “Standard of Achievements” form).

### Standards of Achievement

- a. **Contribute to the Congressional Fellow Fund.** *Make checks payable to the AVMA Congressional Fellow Fund and mail to the Auxiliary to the AVMA by May 1<sup>st</sup>.*
- b. **Contribute to the Auxiliary to the AVMA Student Loan Fund.** *Make checks payable to the AVMA Student Loan Fund and mail to the Auxiliary to the AVMA by May 1<sup>st</sup>.*
- c. **Participate in Marketplace of States.** *The net amount you contributed to Marketplace of States in July at the national convention (your constituent table proceeds plus your silent auction item) is the figure needed for this dollar amount.*
- d. **Contributed to AVMFoundation.** *Make checks payable to the AVMFoundation and mail to the Auxiliary to the AVMA by May 1<sup>st</sup>.*
- e. **Participated in National Pet Week.** *Explain how you participated in this event and the \$ amount.*
- f. **Purchased and donated all or part of the PETPOURRI video series.** *This video series can be ordered from the Auxiliary to the AVMA and be donated to a library, school, or other appropriate place.*
- g. **Distributed public relations materials.** *You may distribute the following materials: “I Like Children, but...” brochure, “Once Bitten” brochure, stickers, balloons, pencils, frisbees, slinkies, etc. These items may be purchased from the Auxiliary to the AVMA.*
- h. **Donated appropriate books to schools, libraries, etc.** *It is difficult to keep an updated list of appropriate books for this project since books do not stay in print for an adequate time period. Please select age appropriate books.*
- i. **Donate to a library of a college of veterinary medicine.** *You may donate money, a book, or an item appropriate for the library you have chosen.*
- j. **Presented a monetary award, scholarship, or special recognition to a veterinary student.** *This project can be your choice. If a monetary award is given, please supply the amount of the gift.*

- k. **Consider giving an additional monetary award or recognition to spouse receiving the Silver Bowl or to another outstanding spouse of the student group.**
- l. **Maintained and developed active participation between a constituent and student auxiliary.** *If you are in the early stages of trying to develop a student auxiliary, please explain your activities. You may be able to receive credit for this achievement if you are working with the national Vice-President of Student Auxiliaries.*

#### Standards of Achievement

- m. **Donated to a student auxiliary delegate's convention expense or to an event supporting a student auxiliary.**
- n. **Donated to a scholarship fund or a student loan fund at a veterinary college.** *Please include the donation amount.*
- o. **Presented a 4-H Veterinary Science Award in your state.** *The Auxiliary to the AVMA will supply a medallion and certificate of achievement if requested.*
- p. **Presented a Science Fair Award in you state.** *The Auxiliary to the AVMA will supply a medallion and certificate of achievement if requested.*
- q. **Presented a veterinary education program such as a skit, play, or display board to the public.**
- r. **Participated in a veterinary college's Open House.**
- s. **Distributed an AVMA audiovisual library selection pertaining to veterinary medicine.** *This material may be ordered from AVMA.*
- t. **Participated in or gave a monetary contribution to a special service project.** *This project may be of your choice as long as it relates to the profession of veterinary medicine or animals. Please indicate \$ amount.*
- u. **Donated or presented an item requested by a college of veterinary medicine teaching hospital or research project.** *Please indicate \$ amount.*
- v. **Donated time or money to a state VMA's veterinary project.** *Indicate \$ amount and project.*

Contributions made to the Educational Fund will be deposited into Auxiliary to the AVMA funds and designated "Unrestricted Contributions-Educational Fund" and will be used for educational projects of the Auxiliary to the AVMA.

All projects and checks of contribution should be sent no later than May 1<sup>st</sup>.