

LEADERSHIP DEVELOPMENT COMMITTEE
(formerly Operations Training)

DISTRICT AWARDS (OTP)
(for promoting and presenting the Operations Training Program)

Award Documentation, Criteria and Guidelines

PURPOSE

To encourage squadron presentation of the *Operations Training Program (OTP)*, thereby giving squadron members an appreciation of the history, workings and knowledge of the organizational structure of *The United States Power Squadrons®*.

WHEN PRESENTED

At the Annual Meeting

NAME OF AWARD

Operations Training Award for FIRST, SECOND and THIRD place.

CRITERIA

Support of the Operations Training Program – Period covered: 1 December through 30 November – comprised of the 3 following categories totaling a maximum score of 100 points.

Category 1 – Squadrons --- Maximum score of 50 points

Districts with 10 or less squadrons require	100% of total squadrons
Districts with 11 to 15 squadrons require	90% of total squadrons
Districts with 16 to 25 squadrons require	80% of total squadrons
Districts with over 25 squadrons require	70% of total squadrons

The number of district squadrons presenting OTP, divided by the above squadron factor multiplied by 50.

Category 2 – Membership – Maximum score of 30 points

District membership having completed OTP, divided by the total district membership (as of 1 March of the award year) multiplied by 30.

Category 3 --- Squadron Officers --- Maximum score 20 points

Total number of the top six squadron bridge officers in the district having taken OTP divided by 6 times the number of squadrons in the district multiplied by 20.

Points from the above 3 categories are totaled. The district with the highest score is FIRST, followed by SECOND then THIRD place.

THE PRESENTING SQUADRON will get credit for making the presentation even though there may be members of other squadrons present. When presented at a **DISTRICT** meeting, each squadron represented will get credit.

SQUADRON MEMBERS qualifying for a repeat presentation of the program certificate will count toward the district's membership count.

REQUESTS FOR OTP CERTIFICATES (OT-2) will not be used for calculating points when not submitted on a timely basis at the beginning and end of the fiscal year (1 December through 30 November). These forms are to be sent directly to headquarters by the squadron chair and the district copied.

THE CHAIRMAN OF THE LEADERSHIP DEVELOPMENT COMMITTEE will determine eligibility of all applicants.