

2026 ENA Council Achievement Award Application (for 2025 calendar year activities)

SUBMISSION DEADLINE: Wednesday, Feb. 18, 2026, 1:00 pm Central

Late submissions will not be accepted

Refer to the Reference Guide for the Council Achievement Award Application to see what is required in your responses to help successfully complete this application.

OBJECTIVE

The ENA Council Achievement Award recognizes ENA Councils for achieving best practices and organizational excellence in the core areas of association management including:

- Administration/Governance
- Communication/Public Relations
- Education/Membership, and
- Advocacy/Government Affairs.

SCOPE

The scope of the program includes recognition of a council's efforts to more effectively network among members, promote professional development of members, and conduct its affairs in a sound business manner. This application represents activity at the council and local levels (chapters, special interest groups, committees, etc.).

1. The deadline to submit the completed application is **Wednesday, Feb. 18, 2026, 1:00 pm Central**.
2. The period covered is **January 1, 2025 through December 31, 2025**.
3. Applicants should refer to the "*Question Guidance by Application Sections*" of the [Reference Guide](#) (pages 4-16) to see what is required in your responses to help successfully complete this application.
4. To ensure a blinded review process, it is essential to **omit identifying information in the narratives (*unless otherwise requested*)**. Please see "*De-identifying your Responses*" in the [Reference Guide](#) (page 3).
5. Some responses may require links to material on your council's website, or names of individuals. It is essential to provide this information **only when requested**. ENA will review and de-identify the links and names in these responses prior to assigning your application to the Awards Committee for review.
6. The "Contact Information" you provide will be maintained by ENA staff for record-keeping purposes only. This information is not provided to the reviewers.
7. The application is to be completed with approval by the council president.

INSTRUCTIONS

Each Council Achievement Award application has the following 'tasks' to complete:

- Contact Information Form
- Section A - Administration / Governance
- Section B - Communication / Public Relations
- Section C - Education
- Section D - Membership
- Section E - Advocacy / Government Affairs

Click on the arrow next to each task to access the task and enter your responses.

Upon completion of your task, you MUST click on "MARK AS COMPLETE" at the bottom of the page to SAVE your information.

The circle to the left will be purple with a white check mark to indicate completion.

- Prior to submitting your application, you may edit any information by clicking on the three dots to the right of the Section title at the top of the page. A drop-down menu will appear where you may 'Download,' 'Reset,' or 'Edit.'
- 'Download' will download that section only. 'Reset' will erase all the information in the section.
- If you click on 'Edit,' you must again click on "MARK AS COMPLETE," even if you did not make any changes.
 - When each section is complete, you may click on "Review" to review and download your entire application.
 - Click on "Submit" when you have completed your review/download.

CONTACT INFORMATION FORM

This Contact Information is withheld from the Awards Committee.

Click on "MARK AS COMPLETE" at the bottom of the page to save this information.

- Once this form has been completed, you may click on a "Section" task listed to the left of this form to continue your application.
- A check mark will appear to the left of the task when it has been completed.

Please contact AnnualAwards@ena.org with any questions.



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ena.org

Name of Council

Name of contact person

Please provide the name of the individual to contact with questions on this application and for notification purposes.

Contact person e-mail address

2025 Council president's name

2025 Council president's email address

2026 Council president's name

2026 Council president's email address

MARK AS COMPLETE

SECTION A - ADMINISTRATION / GOVERNANCE

1. Describe your transition, orientation or mentoring program for newly elected officers and committee chairs - other than what is offered by ENA.

(Max. 500 words)

Do not include names of individuals, council or your state in this response.

2. Provide and describe one-to-two examples of your council's interaction with, and oversight of, all chapters and/or committees.

(Max. 250 words for each response)

Do not include names of individuals, council or your state in this response.

Example #1:

Example #2:

3a. Describe your process of development and/or review of the council's Strategic Plan.

(Max. 500 words)

Do not include names of individuals, council or your state in this response.

3b. Provide the development and/or revision dates of the council's Strategic Plan.

3c. Provide a link to your current Strategic Plan.

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

MARK AS COMPLETE

SECTION B - COMMUNICATION / PUBLIC RELATIONS

1. Provide and describe:

- two methods your council uses to communicate with your members,
- two examples of what is included in the communications, and
- the frequency (i.e., quarterly, monthly, bimonthly, weekly, daily).

(Max. 250 words for each response)

Do not Include names of individuals, council or your state in this response.

Method, Example and Frequency #1:

Method, Example and Frequency #2:

2. Describe how your council interacts with the local community, media and/or raises the visibility and impact of your council.

(Max. 250 words)

Do not Include names of individuals, council or your state in this response.

MARK AS COMPLETE

SECTION C - EDUCATION

1a. Describe your council's educational (academic and/or conference) scholarship program.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

1b. Provide a link to your council's scholarship information and recipient list.

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

2. Describe your council's collaboration efforts with other professional organizations or agencies to provide educational offerings.

(e.g., American Nurses Association, National Student Nurses Association, American College of Emergency Physicians, EMS for Children State Partnership grantees, etc.)

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

You may list the names of national organizations and agencies.

3a. Councils must provide a minimum of 6 hours of continuing education annually, per ENA Policy and Procedures.

Describe the process used by your council to plan educational events and choose speakers and education topics.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

3b. Provide date(s) and location(s) of your continuing education session(s) held in 2025 (these may be virtual).

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

4. Describe the methods your council has used to work with, acknowledge, and improve corporate partnerships.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

5. Provide and describe two examples of how your council supports TNCC and/or ENPC courses throughout your region.

(Max. 250 words for each response)

Do not include names of individuals, council or your state in this response.

Example #1:

Example #2:

6. Describe how your council supports evidence-based practice.

Be specific and include supporting data on outcomes or results from your support.

(Evidence-based practice efforts may include: resolutions, mentoring and educational programs, position statements, white papers, research, committees/workgroups, obtaining funding to support research, or collaboration with ENA or ENA partner organizations (e.g., ACEP).

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

MARK AS COMPLETE

SECTION D - MEMBERSHIP

1. Describe one method your council uses to contact student nurses.

Include the results/outcomes of your efforts.

(Max. 250 words)

Do not Include names of individuals, council or your state in this response.

Method AND Results/Outcomes

2. Describe one method your council uses to contact new or prospective members.

Include the results/outcomes of your efforts.

(Max. 250 words)

Do not Include names of individuals, council or your state in this response.

Method AND Results/Outcomes

3. Describe the strategies used to engage members and nonmembers in ENA activities.

Include the results/outcomes of the strategies.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

Strategies AND Results/Outcomes

4. Describe the process and timing for contacting individuals with expired memberships.

Include the results/outcomes of the contact.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

Processing, Timing AND Results/Outcomes

5. Provide and describe two examples of your member recognition program.

(There are numerous forms of member recognition. See: #5. "*The evidence*" and "*Background*" on pages 11-12 in the Reference Guide for what is required in this response.)

(Max. 250 words *for each response*)

Do not include names of individuals, council or your state in this response.

Example #1:

Example #2:

6. Describe your council's member mentorship program.

(See: #6. "*The evidence*" and "*Background*" on page 12 in the Reference Guide for what is required in this response.)

(Max. 500 words)

Do not include names of individuals, council or your state in this response.

MARK AS COMPLETE

SECTION E - ADVOCACY / GOVERNMENT AFFAIRS

1. Describe two specific examples of how your Government Affairs chairperson communicates with members to share information and news relevant to government affairs.

(Max. 250 words *for each response*)

Do not Include names of individuals, council or your state in this response.

Example #1:

Include: the frequency of the communications AND an overview of what is included in the communication.

Example #2:

Include: the frequency of the communications AND an overview of what is included in the communication.

2a. Has your council hosted or sent any of your members to attend/participate in a Government Affairs-related workshop (either in-person or virtual) at the REGIONAL level?

(This does not include ENA's "Day on the Hill.")

- ☐ Yes
- ☐ No

2b. If yes, list the:

1. event name(s),
2. date(s), and
3. location(s)

OR

Provide a link to the event information or program (if available).

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

2c. Describe the event(s) listed above.

Include:

1. how members were invited,
2. how many nurses and organizations participated, and
3. any reimbursement awarded.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

3a. Does your council collaborate with other professional organizations and/or the community on public policy matters or issues related to emergency healthcare?

- ☐ Yes
- ☐ No

3b. If yes, describe how your council collaborates with other professional organizations and/or the community on public policy matters or issues related to emergency healthcare.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

4. How did your council contact regional, local OR federal legislators in 2025, outside of ENA's "Day on the Hill?"

- ☐ In person / face-to-face
- ☐ Virtual / phone call(s)
- ☐ Written - letter(s), email(s), text(s)
- ☐ Did not make contact

5a. List the:

1. names of legislators,
2. names of bills,
3. dates
4. locations (if applicable)

contacted at the REGIONAL and/or LOCAL levels.

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

5b. Provide a summary of discussion(s)/correspondence of specific policy issues discussed with legislators at the REGIONAL and/or LOCAL levels.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

6a. List the:

1. names of legislators,
2. names of bills,
3. dates
4. locations (if applicable)

contacted at the FEDERAL level.

ENA staff will verify the information and de-identify this response prior to review by the Awards Committee.

6b. Provide a summary of discussion(s)/correspondence of specific policy issues discussed with legislators at the FEDERAL level.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

7. Describe any additional Government Affairs efforts in which your council has engaged in 2025.

(Max. 500 words)

Do not Include names of individuals, council or your state in this response.

MARK AS COMPLETE

Thank you for submitting your Council's Achievement Award application.

ENA staff will verify that all information is complete and will contact you if additional information is needed.

The Awards Committee will review and score all applications and you will be notified of the outcome via email by mid-May.

In the meantime, feel free to contact us with any questions at AnnualAwards@ena.org

Thank you,

ENA Achievement Awards staff

A faint, stylized signature or mark is visible in the bottom right corner of the page.