


District Leadership Award (DLA)

Recipient Application

Name: _____ Telephone: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Position: _____ District: _____
 Church Name & City: _____ Outpost #: _____
 Evaluation Period: _____ # YEARS Earned: _____



INSTRUCTIONS: District reports must be submitted to the region by September 30. Regions will compile data from the districts and national office and provide a dashboard of data and World Class District (WCD) assessment by November 30. The District Leadership Award (DLA) evaluation form must be completed with all requested documentation to the district director by December 31. The points recorded must represent those earned from September 1 to August 31, unless noted as cumulative. Recognition will be given to staff members as determined by the district. District Director will provide guidance for job descriptions and desired outcomes for District Support Staff.

MINIMUM REQUIREMENTS: The following requirements must be met to qualify for this award:

1. Must be an active chartered member of a chartered Royal Rangers outpost.
2. Must satisfactorily complete the appointment process required by your district to serve as District support staff.
3. Must consistently present a positive image of the Royal Rangers ministry in attitude and attire. When a uniform is worn, it must accurately reflect the latest uniform standards.
4. Must submit to your District Director all necessary data relative to your area of responsibility.
5. Must earn at least **45 points** using the evaluation sheet below from each of the following evaluation categories:
 - A. Leadership Responsibilities: 12 points minimum (20 max)
 - B. Activities & Advancement: 8 points minimum (25 max)
 - C. Outcomes: 10 points minimum (15 max)
 - D. Goal Setting: 15 points minimum (15 max)

	Section A: Leadership Responsibilities	Total Points
A1.	List (3) SMART goals you identified last year based on your job description (provided by your district director), and the results achieved on each one. (See notes) (Score 1 point for each goal & 1 point for each result, 6 points maximum) Goal Last Yr. for Outcome #1: _____ Result: _____ Goal Last Yr. for Outcome #2: _____ Result: _____ Goal Last Yr. for Outcome #3: _____ Result: _____	
A2.	Attend district staff meetings (see notes) (1 point each, 4 points maximum) Location: _____ Date: _____ Topic: _____ Location: _____ Date: _____ Topic: _____ Location: _____ Date: _____ Topic: _____ Location: _____ Date: _____ Topic: _____	
A3.	Served on staff or presented at a national, regional, or district Royal Rangers event. (1 point each, 4 points maximum) Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____	
A4.	Represent Royal Rangers at an event outside your own outpost or church. (See notes) (1 point each, 6 points maximum) Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____	

TEAMS & STRUCTURES

7.5.2

	Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____ Event: _____ Date: _____ Location: _____	
AT	Section A Total (minimum points required = 12, maximum points allowed = 20)	
	Section B: Activities & Advancement	Total Points
B1.	District Event Attendance: Score 2 point for each of the following events you attended this year (see notes) (10 points max) District Camp/Pow-Wow .. Date: _____ Location: _____ Ranger Kids Day..... Date: _____ Location: _____ Chapter FCF Trace..... Date: _____ Location: _____ District Leaders Conf..... Date: _____ Location: _____ Other..... Date: _____ Location: _____	
B2.	National/Regional Event Attendance: Score 2 point for each of the following events you attended this year (10 points max) National LEAD Conf..... Date: _____ Location: _____ National Camporama Date: _____ Location: _____ National Rendezvous..... Date: _____ Location: _____ Regional Conference Date: _____ Location: _____ Territorial Rendezvous Date: _____ Location: _____ For events that do not occur every year, score points in the year they occurred AND each subsequent year until the next event is held.	
B3.	Organizational Leader Training (OLT): Score 1 points for each OLT level attained. 2 points for earning Platinum (See notes) (5 points max) Bronze Date: _____ Silver Date: _____ Gold Date: _____ Platinum Date: _____	
BT	Section B Total (minimum points required = 8, maximum points allowed = 25)	
	Section C: Outcomes for District Support Staff	Total Points
	Score 0-5 points based on the District Director’s assessment. 0 Points = no effort made to accomplish goal. 5 points = fully achieved or exceeded goal. Grading scale is determined by the District Director.	
C1.1	Outcome #1 - _____	
C2.2	Outcome #2 - _____	
C3.3	Outcome #3 - _____	
CT	Section C Total (minimum points required = 10, maximum points allowed = 15). Total the points scored in your subsection.	
	Section D: Goal Setting	Total Points
	SMART Goals shall be submitted to your district director. Identify your goals for the next evaluation period based on your job description provided by your district director. (Score 5 points for each goal set)	
D1	Goal for Outcome #1: _____ Goal for Outcome #2: _____ Goal for Outcome #3: _____	
DT	Section D Total (minimum points required = 15, maximum points allowed = 15). Total the points scored in your subsection.	
GT	GRAND TOTAL - Add lines AT, BT, CT, and DT (minimum points required =45, maximum points allowed = 75)	

Notes

A1: If SMART goals were established during this award process last year, list them here. Then list the results achieved on each one. If no goals were set last year, score no points. Points will be awarded for goals identified and reported, even if you did not reach your goals.

A2: Earn 1 points for each district staff/team meeting held where a majority of the team participated. Meetings may be in person or via audio/video conference.

A3: Earn 1 points for each time you served on staff, helped execute, or presented at a national, regional, or district event (Royal Rangers or non-Royal Rangers events may be counted).

A4: Earn 1 points for each time you represent Royal Rangers at an event outside of your local outpost. This may be a Royal Rangers event or a non-Royal Rangers event, such as a district council/conference, awards ceremony, outpost activity, church presentation, community event, etc.

B1: For events that do not occur annually, score points based on the most recent event.

B3: Points earned for OLT training levels may be counted every year, beginning with the year in which the level was attained.