

TERMS AND CONDITIONS
for
“SERVICE FOR DOLLARS”

sponsored by the ASCE North Carolina Section

I. BACKGROUND

Historically, young American Society of Civil Engineers (ASCE) members have not participated in ASCE activities. Two possible reasons have been identified. First, they are not required to earn Professional Development Hours (PDHs). Professional Engineers must obtain a minimum of 15 PDHs per year to keep their professional status. Second, some companies do not supplement prices for yearly ASCE functions, and they do not want to pay with their personal money. However, this major issue cannot be ignored. It is imperative that young engineers get involved in the profession early in their careers.

II. OBJECTIVE

Increase the participation of younger member (YM) engineers in ASCE and retain the ones who were active in their student chapter.

III. ELIGIBILITY

All North Carolina (NC) ASCE members who are under the age of thirty-five (35) and who are practicing Engineering as an Engineering Intern (EI) (YM EIs) are eligible.

IV. PROGRAM DEFINITION

“Service for Dollars” is a program designed to provide YM EIs with an incentive to be active in ASCE, similar to the PDH requirement for professionals. YM EIs may earn up to \$125 towards registrations fees at NC Section events by participating in ASCE (see section V. C.).

Events shall include:

1. Spring Technical Session
2. Annual Meeting

Participation will include:

1. Serving as a Branch or Section Officer
2. Serving on a committee
3. Participating in Branch community service projects
4. Attending Branch meetings

V. DOLLARS EARNED

- A. Before a YM EI is eligible to earn dollars, a signed Form stating they agree with the Terms and Conditions herein must be on file with the NC Section (see section IX). Their EI Certification Number must be on file as well. If YM EIs do not have a signed Form on file, they will not be able to redeem dollars earned. YM EIs may call NCBELS at 919-841-4000 if they do not know their Certification Number.
- B. Dollars may be earned for each of the activities listed in Section IV. The following table describes the break down on how to earn dollars:

Table 1: How to Earn Dollars

| Participation | Amount |
|---|-----------------------------|
| Hold an office with the Branch or Section or serve on a committee. | \$30 per each position held |
| Participate in community service projects sponsored by a Branch or the Section. | \$20 per event |
| Attendance at Branch meetings where PDHs are offered. | \$10 per every PDH offered |
| Total | Maximum \$125 (see V.C.) |

- C. The \$125 may only be used as:
- a. \$50 towards the Spring Technical Session Registration
 - b. \$75 towards the Annual Meeting Registration
- D. Dollars expire on an annual basis.
- a. A year shall be defined as Annual Meeting to Annual Meeting.
 - b. Any dollars not used will be donated to NC Section Scholarship fund.
- E. Only ASCE sponsored community projects count toward dollars earned.
- F. No dollars may be accrued the week before the Annual Meeting.
- G. Only dollars earned up to a week before an event mentioned in Section IV are eligible for redeeming. Example: If the Spring Technical Session starts on Friday, March 14 and a YM EI earns 4 hours from a community service project on Saturday, March 8, the hours will not be redeemable until the Annual Meeting.
- H. All dollars will be redeemed or credited on paper, no checks will be written.
- I. YM EIs must be present at Section events to redeem dollars.

VI. RECORD KEEPING

- A. A representative selected by the NC Section (Rep) shall create and maintain a MS Access database on a monthly basis and be responsible for providing the dollars earned reports to persons in charge of registration at the Section events listed in Section IV.
- B. The Rep will create Service Forms (Form) and distribute to each Branch through email. The Branch will print out the Forms and if applicable give to the Younger Member Group (YMG) Secretary or Branch Secretary.
- C. The Form will have at a minimum the YM EIs:
- a. Name
 - b. Home Address*
 - c. Company*
 - d. Work Address*
 - e. Day Phone*
 - f. Email*
 - g. Representing Branch
 - h. Office held
 - i. Committee served
 - j. Community project participated in and date of event
 - k. Name of speaker, title of presentation, and date of Branch meeting attended
 - l. Number of hours for a community project
 - m. Number of PDHs offered at Branch meeting
 - n. Name of direct manager [and address if different from work address]*
 - o. Signature of a Branch or Section Officer
- *Not needed on every Form once on file, unless changes occur.
- D. A Form will be filled out by the YMG Secretary or Branch Secretary and signed by a Branch Officer after a community service project or board meeting for each YM EI in attendance.
- E. If a YM EI holds an office on the Branch or Section level or serves on a committee the Form will be filled out, signed by a Branch Officer (other than himself/herself), and submitted after initiation. If the YM EI does not uphold his/her duties the dollars may be taken away on the discretion of the Branch. If it is determined, the dollars should not be awarded; the Branch must notify the Rep prior to any event listed in Section IV.
- F. Original Forms will be sent to the Rep on a monthly basis or a week before a Section activity mentioned in Section IV.
- G. A copy must be kept with the Branch for recording purposes.
- H. All Forms for the year must be submitted to the Rep a week before the Annual Meeting. If for some reason Forms are not submitted, the YM EI will not get credit for dollars earned and a dispute must be filed (see Section VII).

X. AGREEMENT STATEMENT

I, _____, agree with the Terms and Conditions, dated October 29, 2002, for the Service for Dollars Program sponsored by the ASCE NC Section.

signature

date

EI Certification Number
NCBELS 919-841-4000