

1 IIBA Chapter Awards

IIBA is honoured to recognize Chapters for their dedication and success through our annual Chapter Awards. The Chapter Awards Program, for which all IIBA chartered Chapters worldwide are eligible, is administered by the IIBA Global Chapter Council (GCC). The awards allow us to celebrate the achievements of our Chapters and acknowledge those that are leaders and innovators within their Business Analysis communities!

Each Chapter’s accomplishments are benchmarked against past performance and compliance with the Chapter Success Factors over a one-year period.

To treat each Chapter in an unbiased and transparent manner, specific criteria have been provided to measure the success and determine the Award Finalists and Winners. Anytime we engage with our business analysis community is a cause for celebration. This year, we’ve tuned the awards program to remove duplicate award categories.

Chapter Award	At-a-Glance
Collaborative Partnership	Presented to the IIBA chapter that best demonstrates the highest degree of ability to build and sustain mutually beneficial relationships in their community with other organizations - sponsors, professional associations, academic providers, businesses, IIBA programs (e.g., Training, Academic Partners, Corporate Partners), and even other chapters.
Professional Development	Presented to the IIBA chapter that best demonstrates the highest level of commitment to professional development and continuous learning for its BA community. This chapter will provide quality educational opportunities to assist in advancing careers in business analysis and associated professions.
Outstanding Member Value	Presented to the chapter that delivers the highest level of value to its members by engaging them in a meaningful and consistent manner and extending its reach beyond the minimum Chapter Success Factors in quantity and type of activities.
Leadership Excellence & Sustainability	Presented to the IIBA chapter that best demonstrates the highest level of leadership excellence and the most successful chapter sustainability model, ensuring its continued longevity and success. The chapter sets itself up for continued success by creating effective strategies, governance policies, operational and resource plans.
Chapter of the Year	Presented to the IIBA Chapter that demonstrates the best alignment to the IIBA core purpose through exceptional execution of the seven core concepts. In other words, the IIBA Chapter meets or exceeds Chapter Success Factors and is a strong contender in all aspects of chapter governance and operations. The Chapter of the Year will embrace and follow IIBA’s Mission & Vision

2 Chapter Awards Criteria

2.1 Award Process

Each Regional Director will work with their Chapters over the course of the year and will make recommendations based on these discussions. The Global Chapter Council (GCC) Chair, along with the IIBA Chapters & Member Engagement Team, will meet periodically with the Regional Directors to understand and celebrate the Chapters' achievements. These conversations will form the inputs for the Chapter Awards.

2.2 Evaluation Period for Chapter Awards

Chapter awards will be awarded for Chapter activities during the evaluation period from August 1, 2024, to July 31, 2025. In the Award descriptions that follow, when it says, “during the period” or “during the year,” it refers to this evaluation period.

2.3 Chapter Awards Eligibility Requirements

To be eligible for the 2025 IIBA Chapter Awards, a Chapter must be a fully chartered IIBA Chapter in “good standing” regarding the latest version of the Chapter Success Factors, which can be found at https://drive.google.com/file/d/1FE00EDzu9BrUm2gAjd442Fn9iyc8tZ_T/view.

2.4 Chapter Success Factors

2.4.1 Criteria to be considered for Chapter Awards

- Possess a minimum of 3 distinct Board Members with a future term end date.
- Hold at least six events per year.
 - At least one event within the past three months.
 - At least one event within the next three months.
- Engage with Regional Director/Deputy Regional Director at least every quarter.
- Attended a Regional call within the past 4 months.
- Facilitated an Annual General Meeting (AGM) within the past 15 months.
- Submitted a strategic, business, and financial plan within the past 15 months.
- Have an active Affiliation Agreement with IIBA

2.5 Finalist & Winner Announcement

- Chapter Award Finalists will be announced in October 2025.
- Chapter Award Winners will be announced during a virtual celebration event for Global Business Analyst Day Virtual conference on November 14, 2025.

3 Chapter Awards Evaluations Panel

The evaluation panel will be comprised of the following people:

- All IIBA Regional Directors
- All IIBA Deputy Regional Directors
- Global Chapter Council Chair
- Global Chapter Council Vice Chair
- IIBA Chapters & Member Engagement Team

This evaluation panel structure ensures representation from all IIBA regions.

4 Awards Timeline

- **Award evaluation period:** August 1, 2024, to July 31, 2025
- **Award Finalists Announced:** October 2025
- **Award Winners revealed:** November 14, 2025

5 Collaborative Partnership

5.1 Award Description

Presented to the IIBA chapter that best demonstrates the highest degree of ability to build and sustain mutually beneficial relationships in their community with other organizations - sponsors, professional associations, academic providers, businesses, IIBA programs (e.g., Training, Academic Partners, Corporate Partners), and even other chapters.

5.2 Desired Behaviours for this Award

- Satisfy all Chapter Success Factors.
- Incorporate chapter events, community outreach, marketing, communication, and engagement activities into the chapter's strategic and business plans.
- Orchestrate diverse and innovative programming to align with the chapter's strategy (e.g., networking, social events, volunteer opportunities, virtual, in-person, hybrid).
- Create activities and marketing to raise awareness of IIBA to the community and all the benefits of being an IIBA member.
- Recognize IIBA and community members for individual contributions to the chapter and advancement of the business analysis profession.
- Demonstrate two-way communication between the chapter and its community. This is evidenced by questions, suggestions, and feedback requested and received by the chapter from the community to strengthen its programming and member engagement.
- Broaden and strengthen chapter exposure throughout the community through reciprocal marketing of chapter events with others, including other IIBA chapters as well professional associations and academic partners.
- Maintain and share with IIBA and the Global Chapter Council:
 - A list of events offered in the last year.
 - A list of new events attempted in the last year, attendance, and community responsiveness, and feedback.
 - A list of new members in the last year.
 - A list of retained members in the last year.
 - A list of new participants who were previously unknown to the chapter who have started to engage with the chapter.

6 Professional Development Award

6.1 Award Description

Presented to the IIBA chapter that best demonstrates the highest level of commitment to professional development and continuous learning for its BA community. This chapter will provide quality educational opportunities to assist in advancing careers in business analysis and associated professions.

6.2 Desired Behaviors for this Award

- Satisfy all Chapter Success Factors.
- Incorporate professional development opportunities into the chapter's strategic and business plans.
- Curate and maintain a list of prospective speakers that can deliver presentations aligned with the chapter's professional development strategy.
- Orchestrate diverse and innovative programming to align with the chapter's professional development strategy.
- Plan, schedule, and promote professional development in advance through the chapter website and iiba.org events list.
- Plan, promote, and facilitate a chapter professional development day either individually or in collaboration with other chapters and partners.
- Support members seeking IIBA Certifications and celebrate their successes, including testimonials as to how certification and chapter professional development programming has aided in their career journeys.
- Offer a business analysis career mentoring program (e.g., Leadership mentoring, BA job shadowing, Mentor/Mentee mentoring program, or IIBA Mentoring in a Box).
- Maintain and share with IIBA and the Global Chapter Council:
 - A list of professional development events offered in the last year.
 - A list of study groups and participants offered in the last year.
 - A list of certified members (both newly certified and total certifications).
 - A list of mentor/mentee pairs and their feedback to the program.

7 Core Value: Value

7.1 Award Description

Presented to the chapter that delivers the highest level of value to its members by engaging them in a meaningful and consistent manner and extending its reach beyond the minimum Chapter Success Factors in quantity and type of activities.

7.2 Desired Behaviors for this Award

- Satisfy all Chapter Success Factors.
- Incorporate chapter events, community outreach, marketing, communication, and engagement activities into the chapter's strategic and business plans.
- Orchestrate diverse and innovative programming to align with the chapter's strategy (e.g., networking, social events, volunteer opportunities, virtual, in-person, hybrid).
- Create activities and marketing to raise awareness of IIBA to the community and all the benefits of being an IIBA member.
- Recognize IIBA and community members for individual contributions to the chapter and advancement of the business analysis profession.
- Demonstrate two-way communication between the chapter and its community. This is evidenced by questions, suggestions, and feedback requested and received by the chapter from the community to strengthen its programming and member engagement.
- Broaden and strengthen chapter exposure throughout the community through reciprocal marketing of chapter events with others, including other IIBA chapters as well professional associations and academic partners.
- Maintain and share with IIBA and the Global Chapter Council:
 - A list of events offered in the last year.
 - A list of new events attempted in the last year, attendance, and community responsiveness, and feedback.
 - A list of new members in the last year.
 - A list of retained members in the last year.
 - A list of new participants who were previously unknown to the chapter who have started to engage with the chapter.

8 Core Value: Sustainability

8.1 Award Description

Presented to the IIBA chapter that best demonstrates the highest level of leadership excellence and the most successful chapter sustainability model, ensuring its continued longevity and success. The chapter sets itself up for continued success by creating effective strategies, governance policies, operational and resource plans.

8.2 Desired Behaviors for this Award

- Satisfy all Chapter Success Factors.
- Conduct a local market assessment and use other common enterprise business analysis techniques to leverage best practices for non-profit governance.
- Revisit and refine chapter policies, operating procedures, and job descriptions for chapter leaders and volunteers used to guide chapter business.
- Prove financial viability and forecasting of revenues and expenditures to support the implementation and sustainment of operational and strategic priorities.
- Maintain a stable chapter leadership team. This includes the Board of Directors and chapter leadership team fulfilling the terms of their office, Board of Director positions are not vacant for an extended period.
- Document succession, transition, and onboarding plans for all chapter officers.
- Establish and maintain a program to recruit and replace chapter volunteers, enabling the chapter to continue to tactically operate through routine tasks as well as strategic leadership initiatives.
- Demonstrate how chapter leaders and volunteers effectively engage and influence others, including leading up, down, and across, in a professional, positive, and constructive manner.
- Enhance chapter officers' experiences through community engagement, praise, constructive feedback, and leadership opportunities.
- Lead by example through collaboration with other chapters, attendance in regional forums and events, and participation in the IIBA Leaders Mentoring Program.
- Maintain and share with IIBA and the Global Chapter Council:
 - A list of new members in the last year.
 - A list of retained members in the last year.
 - A list of certified members (both newly certified and total certifications).
 - A list of current chapter officers and their associated terms.
 - A list of vacant chapter Officer positions.
 - A list of "lost" chapter Officers in the last year.
 - A list of prospective volunteer candidates.
 - A documented succession plan for each chapter officer.

9 Core Value: Chapter of the Year

9.1 Award Description

Presented to the IIBA chapter that demonstrates the best alignment to the IIBA Mission and Vision through exceptional execution of the seven core concepts.

9.2 Considerations for this Award

- Meet or exceed all Chapter Success Factors.
- Demonstrate strong candidacy for each of the core award categories.
- Innovate regularly, increasing the standard for the chapter as well as all chapters.