



New York State Community Action Association

2 Charles Boulevard, Guilderland, New York 12084

518-690-0491 (p) 518-690-0498 (f)

www.nyscaaonline.org

NYSCAA Annual Awards

Nomination Form and Instructions

(This form and instructions are also available for download at our website: www.nyscaaonline.org)

Nomination applications must be submitted by Thursday, May 1st 2008 to:

NYSCAA Membership Development Committee

2 Charles Boulevard

Guilderland, NY 12084

FAX (518)690-0498

EMAIL: lallison@nyscaaonline.org

Nomination Instructions

- Step 1: Complete the nomination form
- Step 2: Include *up to two (2)* letters of support with the Nomination Application briefly describing why you feel the nominee should receive the award.
- Step 3: Attach supporting documentation if appropriate, including news stories, newsletter articles, etc. (Limit attachments to five (5) 8.5"x 11" pages).
- Step 4: Submit everything to NYSCAA by Thursday, May 1st 2008: mail, fax OR email

Selection Process:

The NYSCAA Membership Development Committee will review all completed applications and make recommendations to the NYSCAA Board of Directors. The nominator of each award recipient will be notified by the end of May, and awards will be presented at the Annual Dinner on June 12, 2008 in Lake George, NY.

The Membership Development Committee would appreciate that all nominators follow the instructions accurately and completely to insure that all applications are judged by the same basis of comparison. The Committee appreciates your cooperation in its effort to simplify the review process. In the event that a candidate is nominated from a Committee Member's agency, this Committee Member will recuse himself of herself from all discussions and decisions related to that award.

NYSCAA Annual Awards
NOMINATION FORM
(Please use a separate form for each nomination.)

Nominee Name: _____

Nominee's Organization: _____

Award Category (Check One):

_____ **Community Action Visions and Values Award**

This award recognizes an individual outside of the Community Action Network who has exemplified the meaning of Community Action (i.e., volunteer, representative of a corporation, public official).

_____ **Leadership Award**

This award recognizes an existing or retired member of the Community Action Network who represents Community Action in a positive and significant manner, impacting a specific community or the Network at large, and who has taken a strong leadership role in issues affecting low-income persons. Current employees nominated for this award must be an active Member of the Association and employed for at least three years by a Community Action Agency in a leadership role. Retired employees must have been employed by a Community Action Agency for at least ten years and must have served as an active member of the Network. Having made a significant contribution to Community Action (locally, statewide, or nationally) is a requirement for nominating a candidate for this award.

_____ **Rosemary Fleming Service Award**

This award recognizes an individual who provides either direct service or administrative/support services with commitment, professionalism, and dedication to the mission and values of Community Action. As a result of their day-to-day work, they positively impact individuals and families served by their Community Action Agency and demonstrate the following characteristics: an honest and direct communication style ("say it straight... say what you mean and mean what you say"); a "just do it" attitude (even if it means it is not in your job description); the willingness to go the extra mile to help someone in need; respect, personally and professionally, for all people and a willingness to work with a variety of people; and volunteerism in the community. Potential nominees include administrative/support staff, Family Advocate, Family Development Worker, Case Manager, Outreach Worker, Service Worker, Family Worker, etc. The agency employing the award nominee must be an active Member of the Association, and the recipient's work must reflect accomplishments above-and-beyond standard expectations.

_____ **Personal Achievement Award**

This award recognizes a recipient of Community Action services who has achieved significant personal accomplishments. The recipient of this award will be nominated for the National Community Action Partnership Annual Achievement Award. ***This category is not intended for staff persons.***

_____ **Technology Leadership Award**

This award recognizes a Community Action *Agency* who represents Community Action in a positive and significant manner, impacting a specific community or the Network at-large, and who has taken a strong leadership role in utilizing applied technology initiatives to address issues affecting low-income persons. The successful application will include details of how the agency has had the most success impacting poverty (better serving of customers, dissemination of information, agency efficiencies, client intake and monitoring, etc.) through one or more of the following: Internet Technologies; Automation of Client Functions; Automation of Business Functions. ***This category is an Agency level award.***

NYSCAA Annual Awards

NOMINATION FORM

(Please use a separate form for each nomination.)

Please briefly describe the qualities, characteristics and/or factors you feel make the nominee the ideal candidate for receiving the award: _____

Site, at least, two specific examples relevant to category criteria:

1. _____

2. _____

Nominee's Contact Information

Phone: _____

Email: _____

Your Name: _____

Relationship to Nominee: _____

Your Contact Information:

Phone: _____

Email: _____

*Thank you for submitting this nomination!
Please contact Lisa Allison at NYSCAA if you have any questions at
(518) 690-0491 ext. 21 or lallison@nyscaaonline.org*