

## PURPOSE

The Beacon Awards are designed to honor excellence in nonprofit organizations that are members of the Nonprofit Management Center. They are intended to raise awareness of excellence at work in our local nonprofit sector and to honor volunteers and individual staff.

## CATEGORIES

You may nominate one individual or organization in any or all of the categories below.

1. Excellence in Governing Board Leadership
2. Excellence in Organizational Leadership
3. Program Excellence
4. Excellence in Technology
5. Excellence in Communications

## SELECTION CRITERIA

### Excellence in Governing Board Leadership

- Rationale for Selection - This section requires that the nominator succinctly state the reasons for which the individual **board member** has been nominated by the organization. While the rationale may include fundraising work, it may not be the primary reason for which the individual is nominated. *Examples of board service excellence can include: advocacy, maintaining or refocusing the organization on the mission, driving the organization toward leadership in the field of service, promoting a culture of transparency both internal and external, and establishing or promoting a results-oriented culture.*
- Endorsements from staff and board peers supporting the rationale
- Description of how the nominee motivates others and leadership skills exhibited

### Excellence in Organizational Leadership

- Rationale for Selection - This section requires the nominator succinctly state the reasons for which the **CEO/E.D.** has been nominated by the organization. *Examples of organizational leadership excellence include a proven record of successful collaboration with the Board of Directors, promotion of a culture of transparency both internal and external, devotion to mission, thoughtful strategic leadership, promotion of a results-driven organization and skillful management of the resources of the organization.*
- Endorsements from staff and board peers supporting the rationale
- Description of how the nominee motivates others and leadership skills exhibited

### Program Excellence

- Rationale for Selection - This section requires the nominator succinctly state the reasons for which the **program** has been nominated by the organization. The rationale should address the following questions: 1) How does the program address a community need? 2) How does the program fit the description? 3) What are the program results?
- The organization can name an individual or the organization as the recipient of the award. If an individual is chosen, the nomination must address responses to questions acknowledging the individual.
- Endorsements from staff and board peers supporting the rationale
- Endorsements from clients or collaborative part

### Excellence in Technology

- Rationale for Selection - This section requires the nominator succinctly state the reasons for which the **use of technology** has been nominated by the organization. The rationale should address the following questions: 1) How does the organization use technology to leverage its work? Leverage is defined as "the power to get things done." 2) How has it enhanced the ability of the organization to serve its clients?
- The organization can name an individual or the organization as the recipient of the award. If an individual is chosen, the nomination must address responses to questions acknowledging the individual.
- Endorsements from staff and board peers supporting the rationale
- Endorsements from clients or collaborative partners

### Excellence in Communications

- Rationale for Selection - This section requires the nominator succinctly state the reasons for which the **marketing and public relations tools created by the organization** have been selected for nomination. The organization must submit several examples of its marketing collateral for this award including reference to website. The rationale should address the following questions: 1) Is there a cohesiveness within the series of pieces submitted? 2) How is marketing used to advance the mission of the organization?
- The organization can name an individual or the organization as the recipient of the award. If an individual is chosen, the nomination must address responses to questions acknowledging the individual.
- Endorsements from staff and board peers supporting the rationale
- Endorsements from clients or collaborative partners

## PRESENTATION OF AWARDS

An independent awards committee will review all applications. The honorees chosen for the awards and all other nominees will be honored at the Nonprofit Management Center Awards Luncheon on September 26, 2017 at the Midland Petroleum Club. **Honorees will receive an award and \$1,000 for the nominating organization.**

***For more information, contact Nonprofit Management Center at 432-570-7971.***

**Duplicate form as needed; please type information. Only one nomination in each category may be submitted per organization or agency. The organization must be a Center Partner to submit a nomination.**

## SECTION I

Choose Category:

- ☐ Excellence in Governing Board Leadership
- ☐ Excellence in Organizational Leadership
- ☐ Program Excellence
- ☐ Excellence in Technology
- ☐ Excellence in Communications

Name of Individual/Organization Nominated: \_\_\_\_\_

Telephone: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Name of Nominating Individual (must be filled out): \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

Is this a collaboration? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, what is the name of the organization? \_\_\_\_\_

Does this organization know you are nominating for this award \_\_\_\_\_ Yes \_\_\_\_\_ No

Which community is served? \_\_\_\_\_ Midland \_\_\_\_\_ Odessa \_\_\_\_\_ Other \_\_\_\_\_

Please return this complete application to Nonprofit Management Center of the Permian Basin, 3500 North A Street, Suite 2300, Midland, Texas 79705 or by email to [debbied@nmc-pb.org](mailto:debbied@nmc-pb.org) by **2 p.m., June 30, 2017** If mailed, application must be **received** by this date. Applications can also be hand-delivered to the Nonprofit Management Center office. **Any application received after this date or time will not be considered.**

For further information, please call the Nonprofit Management Center at 432-570-7971.

## SECTION II

**Please do not change or alter this official nomination form. Information should be typed in the space provided.** Clearly describe the service of the individual or organization for which you are making this application. Address each criterion in the appropriate space. The most significant factor in evaluating the individual or organization is the **quality** of service. Judges will award the highest score to applications that are complete, clear, succinct, informative, readable, and significant. **See the attached Judge's Score Sheet for selection criteria.**

**A. State the reasons for which the individual or organization has been selected for nomination.** (Please limit your response to 250 words.)

**B. Endorsement of staff and board peers supporting the reasons for nomination.**

(Please limit your response to 250 words.) *Signatures or lists of endorsers without endorsement statements do not fulfill the requirement.*

**C. Description of how the nominee motivates others and leadership skills exhibited.**

(Only applicable to Governing Board and Organizational Leadership categories. Please limit your response to 250 words.)

**D. Endorsement of clients or collaborative partners supporting the reasons for nomination.** (Only applicable to Program, Technology and Communications categories. Please limit your response to 250 words.) *Signatures or lists of endorsers without endorsement statements do not fulfill the requirement.*

## SECTION III

We hereby certify that we have contacted the nominee and made them aware of the nomination and that the information contained in this application is true to the best of our knowledge and belief.

Name of Individual Preparing Application Form: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

### APPLICATION CHECKLIST

**Please check the following before submitting this application.**

- ☐ 1. Have you selected the **category** in which you wish this application considered? (Category must be selected by the submitting organization.)
- ☐ 2. Have you clearly answered each **applicable** section in terms of the **criteria**?
- ☐ 3. For each question, is the information typed within **1,500 character** limit?
- ☐ 4. Has the nominee been contacted and made aware of the nomination?
- ☐ 5. Is the applicable sections and information on the official application complete? No additional items should be attached (except for Communications samples as indicated in the criteria for this category) nor will cover sheets be given to judges.

**Any applications received after 2:00 pm on June 30, 2017 will not be considered.**