

Nomination Form

MONICA HARRIS SPIRES EXCELLENCE IN LEADERSHIP

This award is in honor of Monica Harris Spires, a dedicated community leader. Monica was a member of the Neighborhood Preservation & Revitalization Division and was a community leader. She was a member of Delta Sigma Theta Sorority, Incorporated, American Cancer Society, Relay for Life, Event Co-Chair, 2009 OCPS Volunteer of the Year. Monica thrived off of helping others and giving back to her community. On October 15, 2012, she passed away. In her honor, we have created the Monica Harris Spires Excellence in Leadership. Nominees must have exhibited her/his outstanding leadership between January 1 and December 31, 2014.

Nominees Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Neighborhood Organization: _____

Term of Office: Beginning _____ Ending _____

County Commission District: _____

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) Please describe the Neighborhood boundaries.
- 2) Describe the neighborhood involvement of the nominee.
- 3) Explain how he/she has proven to be a leader in the community.
- 4) What unique projects or programs has the nominee coordinated with the residents?
- 5) How does the nominee encourage resident participation in organization meetings and subcommittees?
- 6) How does the nominee identify and implement the goals of the organization?
- 7) How does the nominee communicate with residents?
- 8) What are some of the major leadership qualities of the nominee?
- 9) Does the nominee volunteer with other organizations?
- 10) How does the nominee involve other officers in decision-making?

***Please attach supporting documentation
or examples (five pages maximum).***

Contact/Nominator: _____

Phone: _____

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EXCELLENCE IN INNOVATIVE NEWSLETTER PRODUCTION

Community newsletters are an excellent, cost effective way of getting a great deal of vital information to residents. The purpose of this award is to recognize publications that embody the "best practices" in newsletter production and distribution. This award recognizes traditional and non-traditional (electronic or digital) newsletters. Newsletters have to be produced between January 1 and December 31, 2014. Previous winners may not apply.

Nominees Information

Neighborhood Organization: _____

Newsletter Name: _____

Newsletter Editor: _____

Phone: _____ Email: _____

Number of issues produced each year: _____

Number of residents in neighborhood: _____

County Commission District: ____

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) How is the newsletter produced?
2) How is the newsletter distributed (mail, email, or internet)? Is it distributed or made available to all residents in the neighborhood?
3) How is it funded?
4) What are some of the unique features or topics that are covered in the newsletter?
5) Do residents of the neighborhood participate in the production and distribution of the newsletter by writing articles, assisting with the distribution, or other tasks?
6) How was the design of the newsletter developed?
7) What is the annual cost of producing the newsletter?
8) For associations with management companies, what role does a management company play in the production of the newsletter?
9) How do you receive and implement feedback from readers?
10) Is your newsletter posted on the Internet?

Please attach supporting documentation or examples (five pages maximum) and three copies of past newsletters.

Contact/Nominator: _____
Phone: _____

Nomination Form

EXCELLENCE IN COMMUNITY BUILDING PROJECTS

Much of the hard work citizens do to preserve and maintain their neighborhoods goes unnoticed. This category provides a means to recognize and reward these unsung heroes. Community building projects are activities that are initiated by any organization to improve the physical or social environment of their community. Examples include: landscaping, signage, park improvements, youth programs, clean-up campaigns, and volunteer services. The project must have been completed between January 1 and December 31, 2014.

Neighborhood Organization: _____

Project/Program: _____

Project Leader: _____

Phone: _____ Email: _____

Duration of the project/program: Beginning _____ Ending _____

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) What was the purpose of the project or program?
- 2) Was this project a winner of a Pride Grant or part of a Safe Neighborhood project?
- 3) Why did the residents feel the project or program was necessary?
- 4) How was the project or program funded?
- 5) What is the approximate cost of the project or program in terms of materials and volunteer time?
- 6) How many volunteers were used to complete the project or program and how were they encouraged to participate?
- 7) How long did it take to complete the project or program?
- 8) What "kick-off" event was held before the project began and/or what "thank you celebration" occurred after the project or program was completed?
- 9) How is the project or program being maintained?
- 10) How has the community benefited or been directly impacted by this project?
- 11) Were other community partners, such as businesses, churches, non-profit organizations, or schools involved in developing or implementing the project or program?

Please attach supporting documentation or examples (5 pages maximum).

Contact/Nominator: _____

Phone: _____

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EXCELLENCE IN NEIGHORLY SERVICE

This award recognizes the simple acts of kindness that help to build community spirit. Individuals or groups nominated for this award demonstrate the importance of lending a helping hand and provide volunteer services within neighborhoods. Service must have been performed between January 1 and December 31, 2014. Specific examples must be included.

Nominees Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Neighborhood Organization: _____

County Commission District: _____

Areas of Service (more than one can be selected)

_____ Youth/Senior support programs

_____ Representing the neighborhood
before elected officials

_____ Community beautification projects

_____ Initiating /Organizing fundraising

_____ Volunteer professional services

_____ Other: _____

_____ Organizing community events

_____ Initiating the establishment of a
neighborhood organization

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) What significant *good deeds* did the nominee(s) accomplish between January 1 and December 31, 2014? *Be very specific, include dates if possible.*
- 2) Does the nominee(s) belong to other community service organizations? *Please list organizations.*
- 3) What are some specific examples of how the nominee(s) assisted residents within his or her immediate neighborhood and/or residents in other neighborhoods?
- 4) What are the specific talents or personality traits that help the nominee(s) successfully perform 'good deeds'?
- 5) What specific projects or programs has the nominee(s) initiated to assist neighbors?
- 6) Approximately how many hours per month does the nominee(s) spend performing his or her 'good deeds'?
- 7) Does the nominee(s) know he or she is being nominated?
- 8) What is the impact this nominee(s) has had on the quality of life in your neighborhood?

Contact/Nominator: _____

Phone: _____

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Excellence in Safety & Security Initiatives

This award recognizes neighborhood organizations that have established programs, policies, and procedures which are designed to protect and ensure the safety of residents and property within the community. The initiative must have occurred between January 1 and December 31, 2014.

Organization Information

Neighborhood Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

County Commission District: _____

President/Executive Officer Information

Name: _____

Phone: _____ Email: _____

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) Please describe the security issues facing your neighborhood.
2) Please describe the steps your neighborhood has implemented to strengthen security for each of these areas. Please be specific.
3) How many volunteers are participating in your initiative/project and how were these volunteers encouraged to participate?
4) Have your efforts led to a decrease in security-related incidents in your community? Please explain.
5) What steps has your organization taken to ensure that every resident is aware of security /safety policy and procedures?
6) Please describe the steps your programs, policies, and procedures your community has implemented to strengthen security for each of these areas. Please be specific.
7) Were other community partners, such as businesses, churches, non-profit organizations, schools, involved in any of these initiatives? Please provide details about their improvement.

Please attach supporting documentation (5 pages maximum).

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UP & COMING COMMUNITY ORGANIZATION

Getting organized to address community concerns is not an easy task. This award honors the journey of citizens in forming a community organization. **Only community organizations that have been in existence for less than two years are eligible.**

Organization Information

Neighborhood Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

County Commission District: _____

President/Executive Officer Information

Name: _____

Phone: _____ Email: _____

Please number and answer the following questions on a separate page (do not exceed 2 typed pages, 12 pt font):

- 1) When was the organization established? Attach adopted bylaws.
2) What are the organizations designated boundaries?
3) How was the organization formed?
4) What was the reason for forming the community organization?
5) How many active members are in the organization?
6) What major accomplishments (programs, projects, and events) have been completed since the formation of the community organization?
7) How often does the organization meet?
8) What methods (newsletters, flyers, signs, and the Internet) does the organization (i.e. officers) use to communicate with residents?
9) What community challenges or obstacles did you overcome during the process of organizing?

Please attach supporting documentation(5 pages maximum).

Contact/Nominator: _____
Phone: _____