



## VIA 22ND ANNUAL CELEBRATION OF VOLUNTEERISM

*Please use a separate cover sheet for each nominee. Please do not staple nominations, as copies have to be made for the judges. Paper clips, please.  
For ease in billing, please submit all nominations together.*

*Select One*

\_\_\_\_\_ Spirit of Service Award                      \_\_\_\_\_ Team Spirit Award  
\_\_\_\_\_ Rookie Award                                      \_\_\_\_\_ Civic/Organizational Award

Name of person or group being nominated \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone Number Daytime \_\_\_\_\_ Evening \_\_\_\_\_

Email \_\_\_\_\_

Nominated by \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Email \_\_\_\_\_

Total Amount Enclosed \_\_\_\_\_ *(check or P.O. must be enclosed for nomination to be processed)*

### **Instructions and Guidelines for Nominations**

Build a picture of this nominee at work in clear and concise words to show us this person or organization in action. The following questions may help you in writing your description. Judging is based on the information you provide. Please print or type information in black type. The nomination should be no more than two pages, no smaller than 12 point font, and (please!) 1.5 or double spaced for the convenience of the judges when reading. Please use this form as your cover page. Each nomination needs a cover page. One page of supplementary material and up to 2 letters of support may be attached.

*Remember: Your words are the selection committee's basis for judging the nominee.*

**Describe the nominee's volunteer services. Please take these questions into consideration when writing your nomination. The judges will receive instructions on criteria for nominees.**

How has the nominee contributed to the community?

What is the impact to the community, the individuals or organization served by this nominee?

What need was met by the nominee's efforts?

Over what period of time was the activity accomplished?

Who and/or what benefited from the nominee's efforts?

Were there difficulties or problems which the nominee had to overcome?

# VIA Celebration of Volunteerism

**22<sup>nd</sup> Annual Recognition Ceremony, sponsored by BB&T Bank**

## **PROGRAM INFORMATION**

### **RULES FOR NOMINATION**

- 1) *Nominations may be submitted by organizations or businesses in the BRADD district.*
- 2) *Groups and individuals may nominate in any or all categories. Their nominees can be in the same or different categories.*
- 3) *The fee structure is: \$25 for up to 3 nominees. To nominate more than 3 nominees please contact Volunteers in Action.*
- 4) *Follow instructions on nomination form carefully. Judges will take this into consideration.*

### **NOMINEES WILL BE JUDGED ON:**

- 1) *History of community activity*
- 2) *Demonstration of cooperative attitude*
- 3) *The impact that the volunteer's efforts had on the organization and its clients*

### **SELECTION:**

*A panel of judges will be selected from representatives of education, community service, faith based, non-profit and business communities.*

## **INSTRUCTIONS**

*The information and narrative sections must be completed in the space provided on the nomination form. Please print clearly in black ink or use a typewriter. An additional narrative of 2 typed pages, either 1.5 or double-spaced, no smaller than 12 point font, may be attached to the form. One page of supplementary materials and up to 2 letters of support may be attached. All entries and materials become the property of Volunteers in Action and will not be returned.*

### **DEADLINE FOR NOMINATIONS:**

*All nominations must be postmarked or hand delivered on or before 4pm, **March 4, 2011**, to:*

*(mailing address)*  
*Volunteers in Action*  
*c/o Community Education*  
*1227 Westen Avenue*  
*Bowling Green, KY 42104*

*(hand-deliveries—please do not mail to physical address)*  
*Volunteers in Action*  
*c/o Community Education*  
*1227 Westen Avenue*  
*Bowling Green, KY 42104*

*All nominees will be recognized as winners from their organizations and for their contributions with a memento and certificate. Award recipients will receive trophies. All recognition will take place **March 27, 2011**, at 3:00pm at Christ Episcopal Church, 1215 State Street, Bowling Green, KY 42101*

## **Nomination Categories**

### Spirit of Service Award

This award shall go to the person excelling in quality, length, and spirit of service to others.

### Team Spirit Award

This award will recognize those groups who work together to provide volunteer service in the community.

### Rookie Award

This award will recognize an individual or group who is new to volunteering, starting their service with your organization during the last 12 months.

### Civic Spirit Award

Civic and/or Organizational Award  
This award is meant to recognize organized clubs that perform significant services to the community, as an organized body. Eligible: civic groups, workplace groups.