



Volunteer McKinney Center
Volunteer Recognition Celebration- A Matter of the Heart
Volunteer Award Nomination Criteria

Volunteer McKinney Center will host the 9th annual ***Volunteer Recognition Celebration-A Matter of the Heart*** on **Thursday, April 22, 6:00 p.m.** at the McKinney Christian Academy Student Life Center. We will be honoring all volunteers as well as presenting special awards. These awards honor those volunteers (individuals and groups) who have significantly impacted the lives of local residents and in the process have inspired others to make a difference. We encourage you to take the time to nominate a person or group you feel is deserving of this recognition.

Nominations must be submitted by **Friday, March 5, 2010**. A panel of judges made up of citizens and past recipients of the **Kim Hoffman Award** will select awardees in all categories. The nomination forms are included with this letter or email. **All nomination criteria will be based upon the calendar year of 2009.**

Award recipients will be announced at the 9th Annual Volunteer McKinney Center ***Volunteer Recognition Celebration-A Matter of the Heart*** on **Thursday, April 22.**

Nomination Categories

Kim Hoffman Volunteer of the Year (volunteer work must have been completed in McKinney)

Criteria: This award is presented to an individual who has demonstrated constant acts of care for McKinney and its citizens, exemplifying the true spirit of volunteerism—commitment, selflessness, generosity, concern and action. In the past, this award recipient has completed volunteer work that benefits many different organizations and needs throughout the community. (At least two letters of recommendation will be required along with application. Letters can come from organizations volunteered for and/or from person impacted by their volunteer service).

Education (Awards will be given in all categories)

School Education Award-Individual

Criteria: This award is presented to an individual who has provided significant volunteer service in the education sector (K-12) while impacting a program, group or individual in a positive way.

School Education Award-Campus

Criteria: This new award is presented to a school campus and their volunteers who have provided significant volunteer service in the education sector (K-12) while impacting a program, or students in a positive way.

Community Education Award

Criteria: This award is presented to a person or persons who have provided significant volunteer service and innovation in the community through their volunteer efforts in a library, museum, medical environment, etc. (Examples: tour guide, teacher, childcare worker, storyteller, etc.)

Agency/Organization (The Heart Award)

Criteria: An individual volunteer or a group of volunteers who have provided significant volunteer service at **one** agency or organization, etc. and impacted that agency/organization in a positive and significant way.

Non-Profit Leadership

Criteria: This award is presented to an individual (paid staff member) within a non-profit organization (executive director, volunteer manager, program manager, etc.) who has demonstrated leadership, commitment and vision within their own organization and/or within the community.

Group

Criteria: This award is presented to a group of volunteers (**business, church, organization**) who have demonstrated commitment to the community through active involvement, and have made a measurable difference.

Youth

Criteria: This award is presented to a volunteer group or individual under the age 21 who has provided leadership and service to a program or project and/or an ongoing commitment to service to others.

Business

Criteria: This award is presented to a local for-profit business that has impacted the community in a significant way through financial and/or volunteer support for local non-profit agencies or organizations. Involvement can include ongoing volunteer support, sponsorship of a varied number of non-profit organizations including agencies, churches, schools and the arts, media support and a general commitment to serving others in the community.

Tips for writing a winning nomination: A well written nomination can make a difference in the selection of an award recipient. When writing your nomination please consider the following:

1. Follow all of the directions and consider required criteria of each award.
2. Please take care in writing the nomination. If required pieces are missing it can hinder consideration of the nominee.
3. Letters of support are very important. One letter is required but up to four letters will be accepted. The letters enable the judges to better understand the scope of the nominee's service.
4. Personal stories or anecdotes about nominees and their service to the client or community are helpful to the judges. It gives them a glimpse into the person and their impact on an organization, clients and/or community.
5. Make sure the nomination is submitted by March 5. If there are circumstances beyond your control regarding this deadline date please contact VMC at 972-542-0679. Otherwise if received after the deadline date, the nomination will not be considered.

Award Nomination Form

Application must be received by 5:00 p.m. on Friday, March 5, 2010 (Contact information follows).

Please answer all questions completely for nominee to be considered.

Category of nominee (please check):

- *Kim Hoffman Volunteer of the Year _____
- *School Education Individual _____
- *School Education Campus _____
- *Community Education _____ *Group _____ *Youth _____
- *Agency (Heart Award) _____
- *Non-Profit Leadership _____
- *Business _____

Nominee name: (please type or print) _____

Nominee mailing address: _____

City: _____ **State:** _____ **Zip:** _____

Email address: _____

If nominee is a group, please provide the name of contact person: _____

Nominee home phone #: _____ **Work #:** _____

Email address: _____

If an agency or organization was place of volunteering, please list: _____

Nominator's name: _____ **Phone #:** _____

Home or Business address: _____

City: _____ **Zip:** _____

Connection to nominee: _____

E-mail Address: _____

The answers to the following questions must be included in the Nomination Statement along with the nomination form all *not to exceed five pages*. Please make sure you do not skip any of the questions. One letter of recommendation is required but a maximum of four letters can be submitted (the letters are in addition to the maximum five pages). If you have any questions please contact Volunteer McKinney Center at 972-542-0679 or email volunteermck@sbcglobal.net:

- *In what ways did the nominee affect the community, organization or agency and its clients? Please explain.*
- *What special quality does the nominee have that makes them outstanding?*
- *If they designed and implemented a special volunteer project, how did it impact the community and/or agency?*
- *What was the nominee's time commitment, length of service and duties performed?*
- *Please include a letter of recommendation and if possible, email a picture of the volunteer at their volunteer position to volunteermck@sbcglobal.net.*

Nominations may be emailed to volunteermck@sbcglobal.net

**Mail to:
Volunteer McKinney Center
P.O. Box 2821
McKinney 75070**

You may also fax to 972-542-0642

DEADLINE: Friday, March 5, 2010