**Sustained Excellence Award**

*for outstanding service & commitment*

This award is given to a volunteer who has demonstrated outstanding CFD volunteerism for five or more years.

To nominate someone for this award, please complete this form and email it to [cfd.tcsc@gmail.com](mailto:cfd.tcsc@gmail.com) no later than **January 26, 2018** with a picture(s) of this person in action.

|  |  |
| --- | --- |
| **Nominee Information** | |
| Name | Agency |
| Phone | Mailing Address/Mail Stop |
| Email | Office Located in Thurston County? |
| **Your Information** | **Nominee’s Supervisor or Local Coordinator** |
| Name | Name |
| Phone | Phone |
| Email | Email |

**SCORING GUIDELINES**

To receive points, the description must include examples of the various items on page 3. One point is awarded for each example (up to 5), or multiple points may be awarded for examples with significant or highly impactful outcomes (up to 5).

|  |  |
| --- | --- |
| **Scoring Guidelines** | Possible points |
| Narrative clearly indicates how the volunteer stood out and provides specific examples and/or a description of the significance/impact of the outcome | 4-5 |
| Narrative needs additional information, such as specific examples of how the volunteer stood out and/or more detail about how or why there was a significant/impactful outcome | 2-3 |
| Narrative has missing information and does not indicate how the volunteer stood out and/or did not indicate any significant/impactful outcome | 0-1 |

**NOMINATION**

Narrative description must provide enough detail that points can be awarded. Points will be awarded based on the scoring guidelines.

1. How many years has the nominee been a CFD volunteer?

1. Please describe how the nominee took initiative to improve and be involved in the CFD campaign. (5 points)

1. Please describe how the nominee motivates and inspires others about the CFD.

(5 points)

1. Please describe how the nominee educates their self and others about the CFD.

(5 points)

**SCORING**

To receive points, the narrative must include examples of the various items below. One point is awarded for each example (up to 5), or multiple points may be awarded for examples with significant or highly impactful outcomes (up to 5).

|  |  |  |
| --- | --- | --- |
| Scoring Criteria | Points Possible | Points Awarded |
| **Taking initiative and making improvements** – Did the nominee:   * Contribute ideas and suggestions to the campaign? * Lead or co-lead campaign events and/or projects? * Participate and contribute meaningfully to all or most events during the campaign? * Recruit new committee members or volunteers? * Bring in more donations or contributions to the campaign? | 5 |  |
| **Motivate and inspire others** – does the nominee:   * Encourage others to participate in the campaign or events? * Have a positive and excited attitude about the campaign and events? * Have a strong presence during the campaign? * Thank volunteers and staff for participating and/or contributing to the campaign and events? | 5 |  |
| **Educating self and others** – does the nominee:   * Train or mentor new committee members or volunteers? * Answer questions about the CFD and explain campaigns for events? * Share information about and promote the CFD (signs/posters, email, word of mouth) with other staff? * Develop new and innovative ways to communicate information about the CFD/charities/campaign? * Share campaign successes? | 5 |  |