



# MAYOR'S AWARD FOR EXCELLENCE IN CIVIC ENGAGEMENT

## NOMINATION INSTRUCTIONS

Please accurately complete the nomination form and follow the instructions in each section closely. It is important that you provide as much information as possible about your nominee and explain their actual contribution and impact. You may use additional sheets of paper, but please ensure that you state to which section the additional information you are providing relates. Please feel free to send in examples of the Nominee's work (e.g. videos, photographs, books, etc.), provided supporting material does not exceed five pages. Please note that all application materials will remain property of the City of Bloomington and will not be returned.

## NOMINEE

Individual     Group

Nominee Name\* (individual or group): \_\_\_\_\_

If group, contact person name: \_\_\_\_\_

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

Day Phone: (\_\_\_\_) \_\_\_\_\_ Other Phone: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## NOMINATOR

Name of Person Nominating: \_\_\_\_\_

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

Day Phone: (\_\_\_\_) \_\_\_\_\_ Other Phone: (\_\_\_\_) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## THE RECOMMENDATION

Please set out details of how the nominee has made a significant contribution in their area of activity in the City of Bloomington. You may attach the recommendation separately. Please outline in no more than 2 pages double spaced the following:

- Level/Length of civic engagement in the City of Bloomington Indiana
- Personal commitment to civic participation
- Significance of influence or change in the city
- Perseverance despite barriers (economic, social, physical, political)
- Actions for which an individual or group is nominated produced tangible, meaningful results for the community
- Areas in which the Nominee has excelled
- How the Nominee demonstrated service worthy of recognition

Additional supporting documentation, not to exceed five (5) pages, may be provided. Please note that all application materials will remain property of the City of Bloomington and will not be returned.

**PLEASE SUBMIT FOUR (4) HARD COPIES OR AN ELECTRONIC COPY  
BY 5PM, MONDAY, MARCH 2, 2009 TO:**

**Deliver or Mail to:** Mayor's Award for Excellence in Civic Engagement  
401 N. Morton St., Suite 260  
Bloomington, IN 47404

**Fax to:** (812)349-3483

**Email to:** safeandcivil@bloomington.in.gov (email completed nominations as attachments only please)

### *Questions?*

Please contact Beverly Calender-Anderson  
at (812) 349-3560 or safeandcivil@bloomington.in.gov