

2010
Award of Excellence in Nonprofit Board Governance
and
Award of Excellence in Nonprofit Leadership

**~ to recognize, celebrate, promote and inspire excellence and innovation
in nonprofit leadership, management and governance~**

Award Nomination Form
Due Thursday, March 18, 2010
Intent to apply requested by March 4, 2010

Indicate which Award:

- Excellence in Board Governance -- underwritten by Virginia National Bank**
 Excellence in Leadership -- underwritten by Hantzmon Wiebel

Given the economic times and the difficulties our nonprofit leaders and boards have faced, this year the Awards of Excellence will recognize the innovation that has enabled organizations to weather the times, retool their services and programs, reorganize their staff to accomplish even greater responsibilities, strengthen their sustainability and inspire each of us with their dedication.

Nominee:

Title:

Organization:

Street Address:

Phone:

Email:

Website:

Executive Director/CPO:

501(c)3 Nonprofit? Yes No Date Incorporated:

Localities Served:

Current Year Budget:

Number of Board Members:

Number of Local Members:

Organization's Mission:

Nomination Submitted By:

Signature: _____

Phone:

Return to: Awards of Excellence
United Way-Thomas Jefferson Area
806 East High Street, Charlottesville, VA 22902

**2010 Awards of Excellence
in Board Governance and Nonprofit Leadership
United Way-Thomas Jefferson Area**

Organizations should indicate their intent to apply for either or both awards to Jon Nafziger at jnafziger@unitedwaytjia.org or 972-1713 by Thursday, March 4, 2010.

An optional information session will be held on Thursday, February 25, 2010 at 11:00 a.m. at the United Way, 806 East High Street, Charlottesville.

Given the economic times and the difficulties our nonprofit leaders and boards have faced, this year the Awards of Excellence will recognize the innovation that has enabled organizations to weather the times, retool their services and programs, reorganize their staff to accomplish even greater responsibilities, strengthen their sustainability and inspire each of us with their dedication.

Nomination Instructions and Information:

1. Please include the nomination cover sheet and attach a narrative of no more than three pages (12-point font, 1 inch margins) that addresses the attached Nomination Criteria.
2. **Nominations should focus on information/ accomplishments from the past two to three years.**
3. **For 2010, reviewers will focus on innovation and successes in responding to the economic challenges of 2007-2010.**
4. All major criteria should be addressed: include **specific detail** for each numbered item (individual sub-criteria may or may not apply).
5. A complete mission statement may be attached, if the nomination form space is not adequate.
6. Up to two brief letters of support may also be attached. No other attachments are permitted.
7. Applications will not be accepted by fax or email.
8. **Nomination forms must be received by Thursday, March 18, 2010 at 4:00 p.m.** Mail or deliver **one original and nine copies (three-hole punched)** of the nomination form, narrative, and a complete list of the current Board of Directors (names, titles and addresses):

Awards of Excellence
United Way-Thomas Jefferson Area
806 East High Street
Charlottesville, VA 22902

**2010 Awards of Excellence
in Board Governance and Nonprofit Leadership
United Way-Thomas Jefferson Area**

9. Please submit **one copy** of the organization's audited financial statements for the most recent fiscal year (if unavailable, the last year-end income and expense statement signed by your treasurer and noting the date when the audit will be completed).
10. Nominations may be submitted by an organization or an individual.
11. Nominees must represent a local 501(c)3 nonprofit organization based in and primarily serving the City of Charlottesville and/or Counties of Albemarle, Fluvanna, Greene, Louisa or Nelson.
12. An organization's board of directors must be composed of a majority of local residents.
13. Organizations whose mission is primarily K-12 or higher education or the promotion of religion are not eligible.
14. Award decisions will be made by independent review teams composed of local citizens.
15. An organization may submit nominations in both categories.
16. Past honorees are not eligible to apply.
17. The organization of award honoree in Board Governance and Nonprofit Leadership will receive a \$2,000 cash award from the United Way-Thomas Jefferson Area in recognition of their leadership, service and accomplishments.

The nomination form, instructions, award criteria and additional information are available at www.UnitedWayTJA.org, by email at jnafziger@unitedwaytja.org or by calling (434) 972-1701.

2010 Excellence in Nonprofit Board Governance Award
United Way-Thomas Jefferson Area
Board of Directors Nomination Criteria

Please address achievements during the period 2007 to 2010.

- 1. Provides a well-articulated, relevant and implemented mission serving intended beneficiaries.**
 - The organization has a clear, bold and focused mission.
 - Programs and activities forward the organization's mission.
 - Volunteer and professional staff resources are aligned with mission.
 - Reviews and refines the mission to insure relevance.

- 2. Demonstrates creativity, innovation, passion and entrepreneurship in serving beneficiaries,**
 - Provides innovative solutions to specific and significant community problems in the delivery of programs/services.
 - Shows willingness to take risks to address issues.
 - Promotes a positive culture of change within the organization.
 - Successfully identifies and addresses core organizational issues.
 - Recognizes community needs and aligns organization as appropriate.

- 3. Exercises due diligence that the organization is well managed, focused on stewardship and financially sound.**
 - Establishes effective management policies and procedures, with active program oversight.
 - Oversees exemplary financial and human resource policies appropriate for the size and complexity of the organization.
 - Conducts regular review and evaluation of organization's programs/services.
 - Has established conflict of interest and code of conduct policies.

- 4. Exhibits best practices in nonprofit governance and policy promoting a safe and ethical working environment and safeguarding the organization's integrity.**
 - Policies and practices of the organization meet the highest nonprofit standards.
 - Focused on stewardship with best practices in oversight and accountability.
 - Board recruitment, training and development is undertaken, focused on mission.
 - Has clear board expectations and assesses its effectiveness and functioning.
 - Board membership is representative of the community.

- 5. Engages in strategic planning focused on the long-term viability of the organization and its ultimate purpose for the community.**

- 6. Assures adequate human and financial resources for the organization.**
 - Leads the organization's resource development efforts.
 - Provides oversight for operational finances/budget/audit.
 - Carefully selects, continuously supports and evaluates professional leadership.
 - Supports staff leadership through opportunities for professional development and growth.

2010 Excellence in Nonprofit Leadership Award United Way-Thomas Jefferson Area
Professional Leadership Nomination Criteria

Please address achievements during the period 2007 to 2010.

1. Demonstrates exemplary leadership and service to the community.

- Demonstrates visionary leadership within his/her organization, field and the broader community.
- Operates with a high standard of ethics personally and organizationally.
- Supports the development of future leaders within the organization and/or the community.
- Implements the organization's objectives via strategic planning in consort with the Board.

2. Demonstrates creativity, innovation, passion and entrepreneurship in serving beneficiaries.

- Recognizes community needs and aligns organization as appropriate.
- Successfully identifies and addresses core organizational issues.
- Provides innovative solutions to specific and significant community problems and the delivery of programs/services.
- Promotes a positive culture of change within the organization.
- Shows willingness to take risks to address issues.
- Has created practices adopted by others or has adapted promising practices in the field.
- Involved in shaping public policy or public debate.

3. Embraces, articulates and furthers the mission of organization.

- Demonstrates outstanding achievements to accomplish the organization's mission and to increase the organization's value to the community.
- Articulates accomplishments that have made a difference in the lives of local residents.
- Embraces commitment to continuous improvement for the organization and those served.

4. Demonstrates a commitment to excellence in effective management, accountability, oversight and stewardship.

- Shows specific accomplishments in organizational efficiency and effectiveness with expected long-term impact.
- Establishes high standards and commitment to the principles and skills of excellent management and accountability.
- Provides effective oversight and stewardship through operational policies and procedures for program/service delivery and financial accountability.
- Oversees recruitment, training, evaluation and alignment of staff to accomplish mission.
- With the Board, ensures adequate resources to accomplish mission and assure long-term sustainability and viability of the organization.
- Evidences commitment to data driven decision-making.
- Demonstrates commitment to life-long or continuous learning.
- Assures accurate and timely financial disclosure and reporting.
- Provides full and open disclosure to the Board on all matters related to governance and operations.