

Virginia Association of Housing Counselors Conference

**“Embracing a New
Economic Horizon:
Moving To The Next Level.”**

2010 Nomination Guidelines

- Individuals or organizations are encouraged to nominate their own project/activities, but may also nominate those of others.
- Nominations will be reviewed and winners selected by the VAHC Awards Committee.
- Nominations must be received by 5:00 pm on **Friday, April 2, 2010.**
- The Nomination Form must be typed or printed legibly. The nomination must clearly demonstrate the following:
 - ✓ The **Challenge** of the project/activity (How was the project/activity different or new than other projects/activities currently available)
 - ✓ The **Context** of the project/activity (Describe the situation)
 - ✓ The **Action** the individual/organization demonstrated to address the context (explain how the project/activity addressed the situation)
 - ✓ The **Result** of project/activity. (How was the recipient impacted by the result? Demonstrate in measurable examples. Additional information such as newspaper articles, resume, or letters of support may be included with the nomination. Additional information should be limited to no more than five items.)
- Nominations will be accepted via mail, email or fax.
- There will be one winner from each region.
- Winners will be presented the award ceremony at the annual VAHC conference held April 26- 29, 2010.

SUBMISSION:

Nomination Forms must be received by 5:00 p.m. on **Friday, April 2, 2010.**

Submit Nominations to:

Melissa Yuille, Awards Chairperson

915 Main Street

Galleria 2nd Floor

Lynchburg, Va 24504

Fax (434) 455-1623

myuille@lyncaq.org

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**Award of Excellence
2010 Nomination Form**

1. Nominee Information:

Nominee Name: _____
Title of Nominee (if applicable): _____
Nominee's Agency/Company: _____
Address of Nominee: _____
Nominee's Telephone: _____
Nominee's Email: _____

2. Describe how the Nominee met the criteria for the award. Additional pages or material may be attached if appropriate. Include any photos, brochures, etc.

Nomination Submitted By: _____
Date: _____
Print Name & Title: _____
Address: _____
Telephone: _____
Email: _____

Completed forms should be emailed or faxed by Friday April 2, 2010 to:

Melissa Yuille, Awards Chairperson

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Galleria 2nd Floor
Lynchburg, Va 24504
Fax (434) 455-1623
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