



CENTER FOR NONPROFIT MANAGEMENTSM
strong nonprofits build strong communities

AWARDS OF EXCELLENCE 2009

GENERAL OVERVIEW OF ORGANIZATIONAL AWARDS

ELIGIBILITY REQUIREMENTS

- Applicants must be member agencies of the Center for Nonprofit Management operating in the State of Texas.
- Applications must specify a specific program or process and not the agency as a whole.
- Individuals or organizations that have won an Award of Excellence in the past three years will not be eligible to apply.
- Any agency or individual winning an Awards of Excellence will not be eligible to win another in the same year.

AWARD CATEGORIES

Each category has specific criteria that must be demonstrated. Please see below.

EXCELLENCE IN MISSION ACHIEVEMENT

(Organizations with operating budgets over \$1,000,000)

This award will be given to an organization that has developed and implemented a program, project or technique clearly focused on advancing its mission. The program or process should be tied to an articulated mission statement addressing a critical community need. Clear demonstration of mission achievement can include efficiency in providing maximum services at the least cost, leveraging funding and collaboration with other nonprofits. Mission-focused organizations demonstrate significant improvement in: client service, financial performance, board and volunteer involvement and resource development.

EXCELLENCE IN MISSION ACHIEVEMENT

(Organizations with operating budgets under \$1,000,000)

This award will be given to an organization that has developed and implemented a program, project or technique clearly focused on advancing their mission. The program or process will be tied to an articulated mission statement addressing a critical community need. Clear demonstration of mission achievement can include efficiency in providing maximum services at the least cost, leveraging funding and collaboration with other nonprofits. Mission-focused organizations demonstrate significant improvement in: client service, financial performance, board and volunteer involvement and resource development.

EXCELLENCE IN COMMUNICATIONS, IN HONOR OF ROBERT MILLER

Communicating the message about an organization's work is an ongoing challenge in the avalanche of the information age. How has your agency developed strategies and executed a communication program that has successfully advanced its mission? This award will be presented to an organization that illustrates success in getting its message to its audience.

EXCELLENCE IN ENVIRONMENTAL PRACTICES

This award will be presented to an organization that has implemented eco-friendly programs and/or processes to protect, improve, and preserve the environment including, but not limited to: energy-efficiency programs or facilities, recycling programs, educational programs, waste reduction, use of green products, sustainable environmental practices and/or policies, water and/or energy conservation and/or use of renewable energy. The organization should show creativity and innovation in approach, as well as measurable results in efficiency and impact.

CRITERIA FOR SELECTION

Applications will be reviewed by an independent panel of judges and must do the following:

- Further the mission of the organization
- Make a difference in the lives of people served by the agency
- Demonstrate significant breakthroughs in effectiveness and efficiency
- Produce specific, measurable and/or observable results that are likely to continue over time
- Be capable of replication or adaptation by other organizations

APPLICATION DEADLINE: 5 p.m., Wednesday, August 5, 2009. *Entries received after 5 p.m. on Aug. 5 will not be considered.*



CENTER FOR NONPROFIT MANAGEMENTSM
strong nonprofits build strong communities

AWARDS OF EXCELLENCE 2009

HOW TO APPLY FOR AN ORGANIZATIONAL AWARD

EXCELLENCE IN MISSION ACHIEVEMENT (BOTH BUDGET SIZES),
COMMUNICATIONS AND/OR EXCELLENCE IN ENVIRONMENTAL PRACTICES

APPLICATION DEADLINE: Wednesday, August 5, 5 p.m.

- Answer questions below on 8 1/2" x 11" paper; type or print; observe word limits; place program/process and organization name on each response sheet; begin each answer by repeating the number and question being answered.
- It is not necessary to use a separate sheet of paper for each question.
- Attach a copy of the Application Form (see next page) to EACH copy of your answers.

APPLICATION QUESTIONS

Organization Background

1. What is the mission of your organization? (40 words or less)
2. What are the basic continuing activities (programs) and short-term activities (projects) through which you accomplish your mission? (150 words or less)
3. What are the long-term goals of your organization? (100 words or less)

Nominated Program/Process

4. Describe the nominated program or process. Clearly define why it is a "good fit" for the Award category you have chosen. (200 words or less)
5. How does the nominated program/process further the mission of your organization? What are the specific needs being addressed? How does the program/process help the organization achieve its long-term goals? (250 words or less)
6. How does the program/process make a difference in the lives of people? (150 words or less)
7. Was this program/process originated by your organization, by another, or by an organization or association with which your organization is affiliated? (30 words or less)
8. How do you measure the performance of the nominated program/process? List specific, measurable and/or observable results achieved over time. (250 words or less)
9. What were the greatest management challenges you encountered and met successfully in carrying out the program or process? (Examples: external relationships, organization structure or processes, board development, marketing/community relations, human resources, space and equipment, funding) (250 words or less)
10. Can the program/process be replicated or adapted by other organizations? How? (100 words or less)

FILING YOUR APPLICATION

If applying for multiple awards, a complete application (with all supporting information) is required for EACH award category.

Include in your application:

- Seven (7) sets of answers to the above questions with application form attached to top.
- Seven (7) copies of any supporting materials referred to in answering questions, separated/attached to accompany each application above.
- One (1) copy of your IRS determination letter as proof of 501(c)(3) status.
- One (1) list of your board members with their professional affiliations with contact information (must include address). This is used to ascertain that none are judges in your award category, to avoid partiality, and to invite them to *A Night of Light* should your agency be selected as a finalist.

Mail or deliver your entry to: **Awards of Excellence**
Center for Nonprofit Management
2902 Floyd Street
Dallas, Texas 75204

APPLICATION DEADLINE: 5 p.m., Wednesday, August 5, 2009. Entries received after 5 p.m. on Aug. 5 will not be considered.

