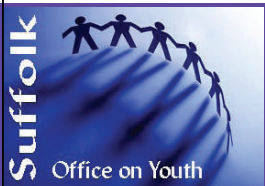


2011 Suffolk Youth Achievement Awards

Nomination Packet



General Information

Eligibility

The Suffolk Department of Parks and Recreation Advisory Commission along with the Suffolk Office on Youth will host the second annual Suffolk Youth Achievement Awards on **Tuesday, June 7, 2011** at the Planter's Club located at 4600 Planter's Club Drive beginning at 6:30 p.m. These awards honor those youth who have significantly impacted the lives of local residents and in the process have inspired others to make a difference. We encourage you to take the time to nominate a person or group you feel is deserving of this recognition. These awards are open to all youth that reside in the City of Suffolk.

Nomination Process

- Youth must be nominated by an adult.
- Nominees are required to agree to the nomination.
- The nominator is responsible for submitting the nomination packet, and must be available for inquiries by the judging panel.
- Applications must be **completed and postmarked by May 16, 2011**
- **Nominator must provide a letter of recommendation detailing why the nominee should receive award.**
- Complete the application and attach the required additional information.
- The judging panel reserves the right to interview any nominee prior to award selection.
- An individual or group cannot receive an award in the same category if they received the award in the previous year.

Deadline

Completed application packets must be **hand delivered by or postmarked no later than May 16, 2011**. Submission of a complete and legible application packet is the sole responsibility of the nominator. Incomplete applications that are missing information; not signed by the nominee, or is missing required attachments, will **NOT** be considered for review. All applications will be screened before submission to the judging panel.

Completed application packets may be:

- **Mailed or hand delivered** to the City of Suffolk Office on Youth located in the East Suffolk Recreation Center at 138 S. 6th Street, Suffolk, Virginia 23434
- OR**
- **Faxed** to 757-514-4524
 - **Attn: Jennifer Branham, Youth Services Coordinator**

Notification

- Recipients selected for an award will be notified by phone and/or mail by May 25, 2011.
- Award winners must be able to attend the awards ceremony.
- Award winners must agree to make themselves available for an interview with the judging panel and for publicity purposes prior to the ceremony.

Judging Process and Criteria

Judging will be undertaken by a panel. The judges assessment of each nomination will be bound by the judging criteria. The judging panel will assess each nomination according to the criteria and select a winning candidate in each category. The decision of the judging panel is final and all nominators and nominees acknowledge and accept this fact.

The judging panel reserves the right to present two Awards in one category or to not present an Award if nominees in a particular category are not considered to be of a high enough standard.

AWARD CRITERIA

Outstanding Community Service Award– Middle or High School

This category recognizes a youth who goes above and beyond to serve the community of Suffolk through unpaid volunteerism and service. A successful nominee for this award demonstrates some or all of the following:

- Has completed over 50 hours of community service in 2010
- Has demonstrated humanity through helping others less fortunate or in need of assistance
- Has implemented the four (4) R's (Reduce, Reuse, Recycle, and Rethink) for a particular initiative that demonstrates commitment to the environment
- Has completed outstanding personal acts
- Has been in good academic and disciplinary standing

Outstanding Athletic Achievement Award– High School

This category recognizes a youth who has excelled in school and recreational sports and has demonstrated leadership, attitude, school-day behavior, attendance and sportsmanship. A successful nominee for this award demonstrates some or all of the following:

- Has been recognized as most valuable player, all conference, all district, all state
- Has lettered in one or more sports during this current school year
- Has been recognized as most improved player; most dedicated player; all district honorable mention; state appearance
- Has been in good academic and disciplinary standing

Outstanding Athletic Participation—Middle School

This category recognizes a youth who has excelled in middle school and/or recreational sports and has demonstrated leadership, attitude, school-day behavior, attendance and sportsmanship. A successful nominee for this award demonstrates some or all of the following:

- Has been recognized as most improved player; most dedicated player; honorable mention
- Participated in more than one (1) sport during the school year
- Has been in good academic and disciplinary standing

AWARD CRITERIA

Outstanding Youth Leadership Award– Middle or High School

This category recognizes a youth who has demonstrated leadership and made significant achievements in their school and community. A successful nominee for this award demonstrates some or all of the following:

- Has demonstrated leadership with other youth in the community
- Has leadership skills such as initiative, dedication, integrity, acceptance of responsibility and teamwork
- Had demonstrated commitment to affecting positive change and building bridges among cultures and community, either as a leader or volunteer
- Has been in good academic and disciplinary standing

Rising Star Award– Middle or High School

This category recognizes a youth that has made great improvements in academics.

- Has increased by 1 full point or letter grade in 2 or more courses **OR**
- Has increased by 1 full point or letter in overall GPA
- Demonstrated reduction/elimination of referrals or other disciplinary measures **OR**
- Has increased class attendance to 95% overall (excluding verified, excused absences)

Outstanding Group Citizenship Award

This category recognizes a group of youth volunteers (school, business, church, organization) who have demonstrated commitment to the community through active involvement, and have made a measurable difference. A successful nominee for this award demonstrates some or all of the following:

- Has made a significant contribution to a project, program, or ongoing activity that has impacted the quality of life and/or human understanding in Suffolk
- Has contributed and fostered significant positive change in the community and to the lives others
- Effectively involves all members of the group in decisions, programs, meetings and events
- Has been in good academic and disciplinary standing
-

Performing Arts Award

This category recognizes a youth who has made significant achievement in the performing arts.

- Has been recognized as first chair, best vocalist or best performer
- Plays more than one instrument
- Has participated in All City and or District, school or community plays/musicals
- Has been in good academic and disciplinary standing

Award Nomination Form

APPLICATION MUST BE RECEIVED OR POSTMARKED BY MAY 16, 2011

Choose **ONLY one (1)** award category:

- Outstanding Community Service Award
- Outstanding Athletic Achievement Award—HIGH SCHOOL ONLY
- Outstanding Athletic Participation Award –MIDDLE SCHOOL ONLY
- Outstanding Youth Leadership Award
- Rising Star Award
- Outstanding Group Citizenship Award
- Outstanding Performing Arts Award

Nominee's Information

Nominee or Group Name (please print or type):

Nominee Mailing Address:

City: State: Zip:

Telephone Number: Email Address:

If nominee is a group, please provide the name of the contact person:

Address: Telephone:

If this a group nomination, please attach a list of all students being nominated

Parent (s) Name: Telephone:

Nominator's Information

Nominator's Name: Age:

Address:

City: State: Zip:

Telephone Number: Email Address:

Address

Nominator's (School/Organization):

Signatures and Certification

I understand that this application will be reviewed by a Judging Panel and will not be returned to me. I understand that if it is determined that the information which I have provided is incorrect or inaccurate, the nominee may be deemed ineligible for the nomination. I understand that the information I have provided on this application is subject to verification.

Nominator's Signature

Date Signed

Nominee's Signature

Date Signed

Nominee's Parent/Guardian Signature

Date Signed

***THIS FORM MUST BE SIGNED BY THE NOMINATOR, THE NOMINEE AND THE PARENT OF THE NOMINEE. MISSING SIGNATURES WILL DISQUALIFY NOMINATION.**

Tips for Writing a Successful Nomination

1. Please keep in mind deadlines and nomination criteria.

- All nominations must be received by or postmarked by **May 16, 2011**
- When considering a student for nominations, please note the minimum requirements/criteria as the selection process will be competitive.

2. Be clear and concise with your letter of recommendation. Please keep in mind that the judging panel may not be familiar with the applicant's efforts.

3. List examples of the contributions of the nominee.

- Highlight results – what improvements have been made? how many people have been positively affected?
- Explain the length and scope of the applicant's service as it relates to the award category .
- Discuss the community needs that the nominee has addressed and any significant achievements.
- Provide only information relevant to the applicant's service.
- Please complete all parts of the nomination forms and attach supporting materials as you wish. Supporting materials can be newspaper articles, photos, etc.
- **Also think about-**
 - How has the student "gone above and beyond"?
 - What positive impact has the student made in the community?
 - Has the student demonstrated leadership qualities, initiative and enthusiasm?
 - Has the student encouraged others to volunteer?

Application Checklist

- ☐ Completed application with all signatures

AND

- ☐ Letter of recommendation from the nominator

AND

- ☐ Letter of recommendation from nominee's teacher, guidance counselor, band/choral/orchestra/drama teacher, or coach/athletic director to support the award category

AND

- ☐ Proof of academic achievement (current school year transcript, and or report cards)

AND/OR

- ☐ Proof of community service hours completed (letter from organizations that nominee has completed community service for with hours completed in 2010)

AND

- ☐ Written essay from nominee detailing his/hers future goals, aspirations and endeavors (not to exceed 250 words)