



ORANGE COUNTY COMMUNITY ORGANIZATION AWARD Eligibility & Submittal Guidelines

General Information

Each year at the Neighborhood Preservation & Revitalization Division recognizes the talents and accomplishments of individual citizens and community organizations for their efforts. Their contributions to neighborhoods help make Orange County a great place to live. The following information provides guidelines and the nomination forms for submitting candidates for recognition.

Eligibility

Any community or neighborhood organization within unincorporated Orange County is eligible for nomination. A community or neighborhood organization is one in which the membership consists of residents or property owners within a specified residential area. Nominations may be submitted by an individual, or by an organization.

Submittal & Selection Process

In order to be considered for a Community Organization Award, a representative of a community organization must complete the appropriate nomination form and mail to:

Orange County Community Organization Awards
Neighborhood Preservation & Revitalization Division
Attention: Emily A Hanna
Post Office Box 1393
Orlando, Florida 32802-1393

The nomination form(s) may be hand-delivered to the Neighborhood Preservation & Revitalization Division, IOC 1, 450 East South Street, Suite 332 (next to the Channel 9 Station in Downtown Orlando).

Entries must be submitted to the Neighborhood Preservation & Revitalization Division **no later than 5:00 P.M., June 6, 2014. Late entries will not be accepted. Faxed documents will not be accepted. Mailed entries must be postmarked by the announced deadline.**

Once the nominations are received, a panel of judges will review the candidates for each of the seven categories. Organizations meeting the criteria for the respective category will receive recognition and will be honored at the **2014 Florida Neighborhoods Conference** to be held **Saturday, July 12, 2014**. A candidate for each category will receive special recognition for outstanding performance. **All award nominees (organizations and/or individuals) must register for the conference to attend.**

Submittal Format

Please submit the nomination forms in the following manner:

1. Typed or written legibly.
2. **The entire nomination should not exceed two 8 ½ x 11 inch pages, excluding attachments as noted (use at least a 12-point font size).**
3. **Do not** include a cover letter or table of contents.
4. Please provide supporting documentation if needed, such as newsletters and/or newspaper articles, photos, or letters of support. *All attachments, except newsletters, must be copied onto 8 ½ x 11 sheets of paper. Please do not exceed a total of five examples.*
5. Submit the **completed original** nomination form along with **three (3) additional copies**.

Categories for Nomination

Excellence in Leadership (exclusive to leaders of community/neighborhood organizations)

This award recognizes neighborhood organization presidents for outstanding leadership and/or accomplishments. Nominees must have exhibited her/his outstanding leadership between January 1st and December 31st 2013.

Excellence in Innovative Newsletter Production

Community newsletters are vital tools to keep residents informed of important neighborhood issues and events. The purpose of this award is to recognize publications that embody the “best practices” in newsletter production and distribution. ***Previous winners may not apply.***

Excellence in Community Building Projects

Much of the hard work citizens do to preserve and maintain their neighborhoods goes unnoticed. This category provides a means to recognize and reward these unsung heroes. Community building projects are activities that are initiated by any organization to improve the physical or social environment of their community. Examples include but are not limited to landscaping, signage, park improvements, youth programs, clean-up campaigns, and volunteer services. The project must have been completed between January 1st and December 31st 2013.

Excellence in Neighborly Service

This award recognizes the simple acts of kindness that help to build community spirit. Individuals or groups nominated for this award demonstrate the importance of lending a helping hand, and provide volunteer services within neighborhoods. Service must have been performed between January 1st and December 31st 2013.

Excellence in Safety & Security Initiatives

This award recognizes neighborhood organizations that have established programs, policies, and procedures which are designed to protect and ensure the safety of residents and property within the community. The initiative must have occurred between January 1st and December 31st 2013.

Up & Coming Community Organization

Getting organized to address community concerns is no easy task. This award honors the journey of citizens in forming a community organization. ***Only community organizations that have been in existence for less than two years are eligible.***

Clean and Attractive Neighborhood of the Year

The Clean and Attractive Neighborhoods (C.A.N.) Award recognizes residents that take advantage of the many clean-up and beautification programs available through various County Departments and Divisions. These programs include but are not limited to Community Clean Ups, Community Code Enforcement, Adopt-A-Highway and Neighborhood Pride Grants. This award recognizes the organization that has gone “above and beyond” to make their neighborhood more beautiful. The project(s) must have been completed between January 1st and December 31st 2013.