



**APPLICATION FOR NOMINATION**

**ARTHUR CAMPELL COMMUNITY SERVICE AWARD**

**THE HIGHEST HONOR GIVEN BY THE COUNCIL OF THE TOWN OF ABINGDON, VIRGINIA**

The Abingdon Town Council has approved, by Ordinance, the creation of the Arthur Campbell Community Service Award, the highest honor presented by the Council. Organizations/Individuals are encouraged to nominate someone who has made extraordinary contributions to the Town of Abingdon or those from Abingdon, who have devoted and donated their time, service, resources, beyond the scope of their employment, to humanitarian service, public service, and assistance with charitable organizations through fundraising efforts and/or donations.

Nominations will be received until Friday, June 24, 2016 and should be returned to Cecile M. Rosenbaum, Assistant Town Manager/Clerk, [crosenbaum@abingdon-va.gov](mailto:crosenbaum@abingdon-va.gov), P. O. Box 789, Abingdon, VA 24212-0789. The Council will select the recipients at the regular August meeting and a banquet in their honor will be held in October, 2016.

## Nominating Criteria

Candidates for The Arthur Campbell Community Service Award must possess the following criteria:

- The qualities of an effective leader in their field;
- Significant growth and achievement in their area of expertise;
- Evidence of their impact and contributions within an organization or the Town of Abingdon;
- If selected as an Arthur Campbell Community Service recipient, the candidate must attend the awards banquet in October.

### Nominee – Tell Us about this Person

Name:	
Address:	
Email:	
Home No.:	
Work No.:	

Choose the categories in which the candidate is being nominated:

- \_\_\_\_\_ Arts (performing and visual arts)
- \_\_\_\_\_ Literature
- \_\_\_\_\_ Music
- \_\_\_\_\_ Science
- \_\_\_\_\_ Other

This form provides the only information our judges will have regarding your nominee. Please provide as much detail as possible about your candidate's past and present duties and accomplishments.

1. What qualities does your nominee possess that makes him/her an effective leader in his/her field? (300 word limit)
2. How has your nominee demonstrated skill development and growth within the category of his/her nomination? (300 word limit)
3. What achievements has your nominee made, personally, that are evidence of his/her qualifications for the Award? (300 word limit)
4. Please share a brief story that illustrates a specific contribution made by your nominee, as well as his/her overall impact to the Town? (300 word limit)

I, \_\_\_\_\_ (nominee's signature required) have approved the above nominating information.

Nominating Organization (if applicable): \_\_\_\_\_

Name: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Nominating Organization Representative's Signature (required):

\_\_\_\_\_ Phone: \_\_\_\_\_

Date: \_\_\_\_\_ Email: \_\_\_\_\_

Who would be the perfect person to introduce this nominee, if selected, at the awards ceremony?

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_



**TIPS to create a strong nomination for  
The Arthur Campbell Community Service Award:**

**PLAN:**

- Ask your candidate for permission to nominate
- Spend a few moments gathering information for the form, including full name, address, title, etc. as well as activities, honors and affiliations. Ask for a copy of resume, if available.

**ORGANIZE:**

- As you draft responses to the application questions, paint the big picture of your nominee's greatest accomplishments and support the overall picture with specific details about their contributions.
- While many nominees have accomplishments in several areas, be sure to emphasize your candidate's achievements in only one selected nomination category:

Arts (performing and visual arts)  
Literature  
Music  
Science  
Other

- If you do mention accomplishments outside the chosen category, explain why they are relevant.
- Emphasize your candidate's leadership qualities, personal growth, level of achievement, and the positive impact their efforts have had on the Town.

**SUBMIT:**

- Submissions **will be received until Friday, June 24, 2016 and should be returned to Cecile M. Rosenbaum, Assistant Town Manager/Clerk, [crosenbaum@abingdon-va.gov](mailto:crosenbaum@abingdon-va.gov), P. O. Box 789, Abingdon, VA 24212-0789.**
- Forms must be filled out completely and signed by both the nominator and the nominee. *Unsigned forms will not be accepted.*