

NOMINATING PROCEDURES

Please complete and submit your nominations according to the instructions below.

- 1. Nominations must be received no later than 5:00 p.m., Tuesday, November 14, 2017.
- 2. Nominees must be affiliated with or be a nonprofit organization serving Marin County.
- 3. An incomplete nomination form disqualifies the nomination. Make sure to complete all of the required information for each nomination and respond to all questions.
- 4. The narrative should be presented in 12-point font and must answer all questions associated with the award category. The narrative must not exceed three ( 3 ) pages.
- 5. Do not include any additional material (except Lifetime Achievement).
- 6. Nominator must inform nominee of this nomination and ensure he or she will be able to attend the January 11, 2018 Heart of Marin Awards Luncheon.
- 7. Submit nominations via hard copy to CVNL or online.
- 8. a.) Online nominations: Go to: [cvnl.org/2017HeartofMarin](http://cvnl.org/2017HeartofMarin)
- 9. b.) Hardcopy nominations: Deliver or mail six ( 6 ) copies of nomination form on the back side of this panel and six ( 6 ) copies of the narrative to:

Heart of Marin Awards Nominations  
Center for Volunteer & Nonprofit Leadership  
65 Mitchell Blvd., Suite 101  
San Rafael, CA 94903



Where volunteers, nonprofits and leaders shine.

Every day, passionate individuals like you dedicate their work to advancing our communities. CVNL honors local leaders and their causes at the Heart of Marin Awards.

Save the date: Thursday, January 11, 2018.

Join us as we recognize all of the nominees. Share the moment with your family and colleagues. The Heart of Marin Awards Luncheon takes place at the Marin Center Exhibit Hall from 11:00 a.m. to 2:00 p.m. For more information go to [cvnl.org](http://cvnl.org).

Heart of Marin  
Awards Luncheon  
Thursday, January 11, 2018  
11:00 a.m. – 2:00 p.m.  
Marin Center Exhibit Hall  
[cvnl.org](http://cvnl.org)



UnionBank®  
EVENT SPONSOR

Call for Nominations  
Submit by November 14, 2017

Center for Volunteer & Nonprofit Leadership



Center for Volunteer & Nonprofit Leadership  
65 Mitchell Blvd., Suite 101  
San Rafael, CA 94903

Nonprofit  
Organization  
US Postage Paid  
San Rafael, CA  
Permit No. 948  
Return Service Requested



MEDIA SPONSOR

Marin Independent Journal  
digitalfirst | [marinj.com](http://marinj.com)

Nominations due by November 14, 2017





25<sup>th</sup> Annual  
**Heart of Marin**  
Awards

At CVNL, we know that passion alone isn't enough when it comes to creating strong nonprofits. That's why we work with aspiring and established leaders every day to help them build the skills and connections that can take their impact to the next level. With confident and prepared leaders, our nonprofits will be better equipped to create healthy, happy communities.

## EXCELLENCE IN LEADERSHIP

**The *Excellence in Leadership Award* and \$5,000 for the recipient's nonprofit will be presented to an executive director who has demonstrated excellence in leadership and whose vision has inspired meaningful and lasting change benefiting the organization and community.**

1. Briefly state the organization's mission. Provide date of hire for the nominee. To qualify, the nominee must have held their current position for a minimum of three years.
2. Describe the programs, strategies and services the nominee implemented to advance the mission of the organization. Include measurable outcomes achieved.
3. Describe any extraordinary challenges the nominee has overcome and how these challenges were addressed.
4. What has the nominee done to ensure the organization's sustainability?
5. How has the nominee exemplified excellence in leadership and served as a role model among their peers and the community?

**SPONSOR:** Marin Community Foundation

## YOUTH VOLUNTEER OF THE YEAR

**Up to five *Youth Volunteer of the Year Awards* of \$1,000 each will be presented to full-time middle or high school students serving a Marin nonprofit in the community, education or faith environment.**

1. Provide the school and grade of the nominee.
2. Using examples from the past 12 months, illustrate how the nominee has made a significant, positive impact on the organization.
3. Using examples from the past 12 months, describe how the nominee has demonstrated dedication and commitment to the organization, its constituents and/or the community.
4. Briefly state the organization's mission and services offered. How long has the nominee volunteered for the organization, including the number of hours served and type of service?

**SPONSOR:** Bank of Marin

## LIFETIME ACHIEVEMENT

**The *Lifetime Achievement Award* and \$5,000 for the individual's nonprofit(s) will be presented to an individual who has made a positive and notable difference during their career by significantly contributing to address a cause, issue or discipline. This is the only nomination category where additional material is accepted.**

1. Describe the nominee's body of work and length of time working consistently, visibly, and persistently to address a cause, issue or discipline.
2. How have they addressed or advanced the cause, issue or discipline? Provide up to 3 specific examples, with dates of occurrence, of the nominee's significant contributions (e.g. strategy, teaching, program design, approaches, etc.).
3. Describe the nominee's leadership history with examples of how their individual contributions advanced their cause, issue or discipline (e.g. committees and collaborations).
4. How does the nominee's story inspire others to higher standards or raise awareness in addressing a particular cause, issue or discipline?

**SPONSOR:** Kaiser Permanente, San Rafael

## VOLUNTEER OF THE YEAR

**The *Volunteer of the Year Award* and \$5,000 for the recipient's nonprofit will be presented to an individual (other than a board member) who has provided exemplary volunteer service to a Marin nonprofit organization.**

1. Using examples from the past 12 months, describe how the nominee has shown dedication and commitment to the organization or its constituents.
2. Illustrate how the nominee made a significant, positive impact on the organization or the community it serves during the past 12 months.
3. Briefly state the organization's mission and services offered. How long has the nominee volunteered for the organization, including the number of years served and type of service?

**SPONSOR:** Redwood Credit Union

## EXCELLENCE IN BOARD LEADERSHIP

**The *Excellence in Board Leadership Award* and \$5,000 for the recipient's nonprofit will be presented to an exceptional volunteer member of a Marin nonprofit board of directors.**

1. Using examples from the past 12 months, describe how the nominee has made a significant, positive and measurable impact on the organization.
2. How has the nominee demonstrated leadership, dedication and exhibited best practices in nonprofit governance during the past 12 months?
3. Describe how the nominee has supported a collaborative relationship with the executive director, constituents and/or the community.
4. Briefly state the organization's mission and services offered.

**SPONSOR:** EO Products and College of Marin

## ACHIEVEMENT IN NONPROFIT EXCELLENCE

**The *Achievement in Nonprofit Excellence Award* and \$5,000 will be presented to an organization that has demonstrated exemplary service to their constituents.**

1. Briefly state the organization's mission and services offered.
2. What community need or problem is addressed? Explain how the organization benefits the constituents/community.
3. Describe the measurable outputs and outcomes that have resulted from the program(s).
4. How has the organization demonstrated excellence in programs, financial performance, board and volunteer involvement or resource development?
5. Describe and provide examples of efforts that have been made to ensure organizational sustainability.

**SPONSOR:** Nugget Markets

## EXCELLENCE IN INNOVATION

**The *Excellence in Innovation Award* and \$5,000 will be presented to an individual, organization or partnership that has developed new, creative and effective strategies for advancing solutions to critical issues in our community.**

1. Briefly state the nominee's mission and services offered.
2. How has the nominee elevated the field by advancing new approaches, concepts, initiatives, strategies and/or structures that inspire breakthrough thinking and serve as a model for others?
3. Describe how the innovation reflects responsiveness, good management practices and effectiveness.
4. What makes it innovative? Provide a specific example or story that demonstrates utilization of innovation in this practice.
5. Explain how the level of excellence is assessed and measured: include emerging evidence or results if possible.

**SPONSOR:** International ProInsurance and Pacific Union

## CORPORATE COMMUNITY SERVICE

**The *Corporate Community Service Award* will be presented to a business that has fostered and encouraged volunteerism and philanthropy among its employees.**

1. Briefly write a statement demonstrating the organization's corporate commitment to volunteerism, community service or civic engagement. How does this align with the business' culture, values and goals?
2. Give examples of programs or initiatives that have encouraged or demonstrated volunteerism, community service or civic engagement (e.g. matching grants, recruitment and placement of volunteers, board service, paid time off for service activities, etc.).
3. Describe the measurable outcomes in Marin that have resulted from programs or initiatives, including number of participants.
4. Over the past 12 months, how has the nominee responded to the increased need of the community?

**SPONSOR:** Pacific Gas and Electric Company and Bregante + Company, LLP



Follow the **NOMINATING PROCEDURES** and complete this form. Return by mail/in person or submit online by **Tuesday, November 14, 2017.**

## 2017 CVNL HEART OF MARIN NOMINATION FORM

### Nominated Organization or Individual

\* All information is required.

**Award Category:** \_\_\_\_\_

**Name of Individual or Organization:**

\_\_\_\_\_

**Address of Nominee:**

\_\_\_\_\_

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Website:**

\_\_\_\_\_

### Individual Submitting Nomination

\* All information is required.

**Name of Nominator:** \_\_\_\_\_

**Relation to Nominee:** \_\_\_\_\_

**Organization of Nominator:**

\_\_\_\_\_

**Title of Nominator:**

\_\_\_\_\_

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

\_\_\_\_\_

**City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

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

**Email:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_