

# 2016 Black Hills Spirit of Volunteerism Awards



ALL adult and youth nominations MUST include a photo of the nominee (head shot is preferred). ALL corporate nominations MUST include a logo for the nominee. ALL group nominations MUST include either a photo of the nominees or a logo for the group nominated. Photos/logos should be emailed to [lynn@helplinecenter.org](mailto:lynn@helplinecenter.org) no later than April 5, 2016. Photos are NOT used in the judging process.

**Category** (circle one that best describes your nominee):

- 1) Adult (Age: \_\_\_18-39 \_\_\_40-60 \_\_\_Over 60)
- 2) Youth (Birthdate :\_\_\_\_\_)
- 3) Group (# of volunteers\_\_\_)
- 4) Corporate Humanitarian Award (# of employees: Under 100 employees\_\_\_ Over 100 employees\_\_\_)

**Nominee Name:** \_\_\_\_\_ If group, Contact name: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Number of years nominee has volunteered: \_\_\_\_\_ Hours per month: \_\_\_\_\_

Employment status (circle one): Full-time Part-time Retired Student Other: \_\_\_\_\_

Name of Employer & Supervisor: \_\_\_\_\_

If student, High School and Principal: \_\_\_\_\_

**Volunteer Organization:** (Name of organization for which nominee volunteers)

Organization: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Agency Director: \_\_\_\_\_ 501 (c) (3) Organization: (circle one) Yes No

If volunteers at other organizations, please list: \_\_\_\_\_

\_\_\_\_\_

## Nominator

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

Phone: (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_

Street Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Relationship to nominee: \_\_\_\_\_

**Please answer the 5 essay questions on the subsequent pages. Each question has a 1,000 character limit.**

*\*\*Nominations and attachments become property of the Helpline Center and will not be returned.*

**Nominations must be received by 5pm on April 5, 2016. Luncheon will be held on May 24, 2016.**

**Submit nominations:** Mail to PO Box 1215, Rapid City, SD 57709; email them to [lynn@helplinecenter.org](mailto:lynn@helplinecenter.org); or complete the nomination online at [www.helplinecenter.org](http://www.helplinecenter.org).



### Award Categories

- **Corporate Humanitarian Awards.** Presented to a corporation or a business for its outstanding volunteer involvement and support.
- **Youth Award.** Nominees must be 18 or younger. A \$500 cash award will be presented to a non-profit organization serving the Black Hills in honor of the winner.
- **Adult Award.** Adult nominees may be nominated for a variety of volunteer services. A \$500 cash award will be presented to a non-profit organization serving the Black Hills in honor of the winner.
- **Group Award.** Nominees must include two or more individuals. A \$500 cash award will be presented to a non-profit organization serving the Black Hills in honor of the winner.



Please answer the following questions. Each question has a 1,000 character limit.

Activity: Describe nominee's volunteer service(s).

Need: Describe need for nominee's service(s).



**Impact: Describe impact or difference nominee's service has made to the community. Number of people affected?**

**Challenges: Did nominee overcome challenges (physical or mental disabilities, limited resources, public perception)? (This question does not pertain to Corporate nominations)**

**Other: Why do you believe your nominee deserves the Spirit of Volunteerism Award? We are also encouraging all agencies to provide words of gratitude from the people most impacted by your nominee's service. This will be used by the judges and at the awards luncheon.**

**helpline**  
center



Please submit nominations and photos/logos  
by Tuesday, April 5th, 5 pm.

**SUBMIT**

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- **Adult Award.** Adult nominees may be nominated for a variety of volunteer services. A \$500 cash award will be presented to a non-profit organization serving the Black Hills in honor of each winner.
- **Group Award.** Nominees must include two or more individuals. A \$500 cash award will be presented to a non-profit organization serving the Black Hills in honor of the winner.



## Eligibility

- Volunteer services must be performed in the Black Hills area.
- Nominee's volunteer organization must serve the community at large. Religious, fraternal or professional groups providing services to their members only are not eligible.
- Individuals are NOT eligible for the \$500 award contribution.
- Contribution check must be made payable to a qualifying non-profit organization serving the Black Hills with a 501(c)(3) status with the Internal Revenue Service. If the organization for which the nominee was providing services is not eligible for contribution, another qualifying agency may be designated.
- Volunteer service(s) may be performed on work-related time, or for student course credit.
- Youth Award- Individual, 18 years or younger at the time of nomination.
- Nominees are eligible in ONE category only.
- Groups Award- 2 or more individuals.
- Winners in every category cannot be nominated again for three consecutive years after they have been selected to win the award.
- Decisions of the judges are final.
- Winners will be announced at the event and not before.
- Helpline Center staff or volunteers, and SVA judges are not eligible. Sponsors are not eligible in the categories they sponsor.

## Tips for Completing An Outstanding Nomination

- Type or print (nomination form may be retyped on computer, if format remains the same).
- Be specific and concise. Essay should be no longer than 100 words for each questions.
- Provide ALL information requested. Do not leave questions blank.
- DO NOT send videos, scrapbooks, or binders.
- Focus on the program or activity that best describes nominee's service.
- Assume judges know nothing about the nominees, organization or community.
- Your nominee will be judged based on your essay and the criteria cited on the other side of this form.
- Well-written nominations score higher. If necessary, ask for help from someone who has excellent writing skills.
- Proof-read completed nomination form for errors/omissions.
- Agencies, individual nominations and organizations are required to notify nominee of their nomination.

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**Nominations must be received by 5 p.m. April 5, 2016. Luncheon will be held 11:30 a.m.—1 p.m. May 24, 2016.**

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