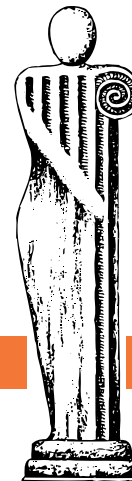


# nomination form

1992 - 2015  
celebrating 24 years  
of exceptional women  
yw tribute to women



## NOMINATING CRITERIA

Candidates for the Tribute to Women award must possess the following criteria:

- The qualities of an effective leader in her field
- Significant growth and achievement in her area of expertise
- Evidence of her impact and contributions within her organization or the community
- Employment or contributions in the Tri-Cities area of Bristol, Johnson City and Kingsport, TN. Surrounding communities also included are the rest of Washington and Sullivan County, TN; Elizabethton, TN; and Washington County, VA.
- Candidates may only be nominated once a year. If multiple organizations are nominating, please list below.
- If selected as a Tribute recipient, the candidate must attend the awards banquet in April.

*Please note: Current members of the YWCA Board, Staff, or Tribute to Women Steering Committee may not be nominated.*

Name of Nominee: \_\_\_\_\_

*(As nominee would like printed on all materials.)*

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

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

Choose one category in which the candidate is being nominated:

- \_\_\_\_\_ ARTS (performing and visual arts)
- \_\_\_\_\_ BUSINESS AND PROFESSIONAL (entrepreneurship, agency, law, medicine, religion, social services, etc.)
- \_\_\_\_\_ EDUCATION (administration, teaching, coaching)
- \_\_\_\_\_ VOLUNTEER COMMUNITY SERVICE (non-paid service)

Please answer the following questions on one (1), 8.5 x 11 sheet of paper, front and back. Please use no smaller than 12 point type. This form provides the only information our out-of-state judges will have about 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 make her an effective leader in her field?
2. How has your nominee demonstrated skill development and growth within the category of her nomination?
3. What achievements has your nominee made, personally and/or professionally, that are evidence of her qualification for the Tribute award?
4. Please share a brief story that illustrates a specific contribution made by your nominee, as well as her overall impact in her business, organization, and/or community.

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

Nominating Organization(s) Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

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

Nominating Organization Representative's Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

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

How did you hear about Tribute to Women?

\_\_\_\_\_ Print Ad - If so, where? \_\_\_\_\_ Radio: \_\_\_\_\_ Internet: \_\_\_\_\_ Mailing: \_\_\_\_\_ Word of Mouth: \_\_\_\_\_

PLEASE SUBMIT FIVE STAPLED COPIES OF THE APPLICATION MATERIALS  
to YWCA Bristol, 106 State Street, Bristol, TN 37620  
by February 15th.

eliminating racism  
empowering women  
ywca



# How to create a strong nomination for **ywca** tribute to women

## 1. Plan

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

## 2. 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 her contributions. All Tribute judges live and work out of the states of Tennessee and Virginia. The only way they can get to know your candidate is through your words.
- While many nominees have accomplishments in several areas, be sure to emphasize your candidate's achievements in only one selected nomination category: Arts, Business & Professional, Education, or Volunteer Community Service. 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 her efforts have had on others.

## 3. Submit

- Submissions are due to YWCA Bristol, 106 State Street Bristol, TN 37620, by **February 15th**. Nominations can be mailed, hand delivered or submitted online at [www.ywcabristol.org](http://www.ywcabristol.org).
- Forms must be filled out completely and signed by **both** the nominator and nominee. *Unsigned forms will not be accepted.* If submitting online, please complete the e-signature with approval from the nominee.
- Mailed or hand-delivered submissions must include 5 copies of the nomination materials. Attached responses should be no more than 300 words each or equivalent to one 8.5 x 11 sheet of paper, front and back. Please use 12 point font.

Questions? Call 423.968.9444 or email  
Sidney Burns at [s\\_burns@ywcabristol.org](mailto:s_burns@ywcabristol.org)

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**ywca**