

Return completed nomination form for Program Excellence no later than **March 24, 2015** to: nrpsconferences@gmail.com



Nevada Recreation & Park Society Program Excellence Awards Rules



April 16-17, 2015 • Reno region

Purpose

To recognize excellence in recreation programming throughout the State of Nevada.

Categories

The Program Excellence Awards will be given in the following subject categories:

Children	Health/Fitness	New Recreational Concept
Teen	Outdoor	Co-Partnership
Senior	Sports	Special Event
Staff Development	Inclusive	

Program of the Year – Awarded to the highest scoring program from all submittals in all categories.

Judging

Each program will be evaluated by a review committee consisting of parks and recreation professionals throughout the State of Nevada. Awards will be considered for each category and division indicated on the application form. Judges may relocate an entry to a more appropriate category.

Eligibility

- Any program or event implemented within the last five (5) years
- Programs cannot be submitted for more than two (2) consecutive award years
- Agencies or individuals do not need to be NRPS members to be eligible to submit
- If program is categorized as a Co-Partnership, you must list partnering agency

Awards

Awards will be given in all winning categories as recommended by the judges. Plaques will be awarded to the Agency responsible for the program. Certificates will be presented to staff responsible for the program. Additional plaques may be ordered following the award presentation if desired— at the cost of the applicant.

Recipients will receive their award at the **2014 NRPS State Conference Awards Dinner**.*

***All agencies/individuals submitting entries will be notified by email prior to the State Conference as to whether or not they have won an award.**

Stipulations

- An entry fee of \$65.00 must accompany all entry submittals. If entries are submitted for more than one category, a separate entry fee and application are required for each. The entry fee is non-refundable and shall be in the form of a check, cashier's check, or online payments will be accepted at nrps.org. Payment must be included with entry. If payment does not accompany entry, the entry will be disqualified.
- NRPS encourages non-association members to submit an application for their program or park project for award review.
- Checks shall be made out to *Nevada Recreation and Park Society*.
- All applications must be compliant with the guidelines or the entry will be disqualified. No refunds given.

General Format

Applicants may submit only one (1) entry per category, but may enter in as many categories as desired. Each entry must be typed and submitted on the official entry form (or a copy of the form) and accompanied by the proper entry fee. Please include a digital copy via email to nrps@live.com of all items listed below, including the application and text narrative.

All entries must conform to the following terms:

- Digital photos** - a maximum of ten color digital photos showing the activities and features of the program which best represent the character of the submittal. Applicants are encouraged to submit action photos with people participating in the program. Electronic photos must be in .tif, .pdf, or .jpg formats. For applicants submitting by mail, a disc or flash drive is required.
- Narrative** - A description of the program shall be submitted along with the digital photos. The narrative shall be typed and limited to two pages, and shall give the following details:
 - Describe your event. Include planning, preparation, unique and innovative features.
 - Objectives. Clearly state your objective, include funding accountability and how outcomes were measured and evaluated.
 - Incorporation of the Benefits of Parks and Recreation, examples of collaboration and partnerships, utilization of volunteers.
 - Public Relations. Describe all media used to promote the event, image projection. One flyer, brochure or piece of promotional material may accompany your application package.
 - Measures of Success. Anticipated vs. actual attendance, customer satisfaction (letters, phone calls, etc.)
 - Cost effectiveness. Identify program sponsors, grants, donations and other creative ways utilized to fund the program.