



## AGENCY NOMINATION INFORMATION

The NACWA National Environmental Agency Achievement Award honors those member agencies who have made significant contributions through original and inventive projects and/or programming. These projects/programs are most notable for their positive impact on the environment, their utility, their community, NACWA and/or the clean water industry. Categories for the NEAA Individual Achievement Awards include: Research & Technology, Operations & Environmental Performance, Public Service, and Public Information & Education.

### NOMINATION GUIDELINES

*Please note - application packages will be reproduced for each member of the Awards Committee and should not be bound or faxed.*

#### Nominations Must Include:

1. Completed Nomination Form with NACWA representative endorsement
2. Project/Program Narrative
3. Project/Program Supporting Material (if desired/relevant)

#### Program/Project Narrative Guidelines

Narratives are limited to 4 pages of double-spaced, 12 point font and should include the following:

1. A concise introductory paragraph (or two) describing the project/program and outlining the goals/objective behind its creation;
2. Subsequent paragraphs should completely address the award category criteria for which the nomination is being submitted. (See Eligibility and Criteria Information)
3. A concluding paragraph describing the results of the program/project and how it has positively contributed to the environment, the utility, and the community.

#### Program/Project Supporting Material Guidelines

Supporting materials are not required; however, limited additional materials will be accepted.

- Supporting materials such as reports, photographs, sample marketing materials, and video tapes should be supplemental to the information described in the Program/Project Narrative. (i.e. The Program/Project Narrative should fully describe the nomination without additional materials.)
- It is expected that applicants for the Public Information & Education Award category will submit a sample of the video, printed publication, e-medium or educational program material to support their application.

*Please Submit Completed Application Packages by Friday, October 14, 2011.*

Applications may be submitted via mail or e-mail.

Mail to: NACWA, Attn: Laura Cobb, Membership Development Coordinator,  
1816 Jefferson Place, NW, Washington, DC 20036  
E-mail to: lcobb@nacwa.org

# 2012 NATIONAL ENVIRONMENTAL AGENCY ACHIEVEMENT AWARDS

## ELIGIBILITY AND CRITERIA INFORMATION

### Research & Technology Award

**Eligibility:** Development of a technological innovation related to wastewater treatment or biosolids/sludge use and disposal.

**Criteria:** Research project or technological innovation must directly relate to the processes of collection, treatment or reuse of wastewater or use or disposal of biosolids/sludge. Project must have been conducted in-house, or by consultant under direction of the agency. Project results must have practical application.

### Operations & Environmental Performance Award

**Eligibility:** Outstanding project, system or method relating to wastewater treatment operations and/or environmental enhancement.

**Criteria:** Innovative and effective project, system or method relating to environmental compliance or environmental restoration developed and successfully implemented by a member in a cost-effective manner while achieving environmental compliance objectives

### Public Service Award

**Eligibility:** Significant contribution during the past year in local, state, or national public service related to wastewater treatment, public utility operation, or environmental protection.

**Criteria:** Involvement must be by agency staff or commissioners (directors, chairs) with no added payment for public services rendered. Public Service must be voluntary (not required by regulation or law).

### Public Information and Education Awards (one nomination per Member Agency)

#### Video/Printed Publication/Educational Program

**Eligibility:** Outstanding and innovative video, printed publication, and/or educational program related to pollution prevention or control.

**Criteria:** Program, publication or video must have been produced by the agency staff or by an outside vendor at the express direction of the agency. Program, publication or video must encompass some aspect of the agency's operations, benefit the public educationally and have been produced for general use or distribution. Annual Reports are not accepted in this category.

#### E-Media

**Eligibility:** Outstanding member agency web site or downloadable, web-based program that relates to wastewater treatment or pollution prevention and control.

**Criteria:** Web site or downloadable, web-based program content must have been developed and produced by agency staff or by an outside vendor at the express direction of the agency. Web site or program must, at a minimum, cover some aspect of the agency's operations and must have been developed for general use.

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## AGENCY NOMINATION FORM

- ☐ Research & Technology Award  
☐ Operations Award  
☐ Public Service Award  
☐ Public Information & Education Award (choose one):  
☐ Video    ☐ Printed Publication    ☐ Educational Program    ☐ E-Media

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PROJECT/PROGRAM NAME

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AGENCY NAME

*All award nominations must be submitted by NACWA Member Agencies. Nominations made by Affiliate Members will not be accepted. Member Agencies may submit no more than one National Environmental Achievement Award nomination per category. National Environmental Achievement Award nominations involving multiple Association Members working collaboratively must be endorsed by each of the participating Members in order for each of the Members to receive awards.*

## NOMINATING AGENCY INFORMATION

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AGENCY NAME

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NAME OF INDIVIDUAL COMPLETING THE APPLICATION

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TITLE

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ADDRESS

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CITY

STATE

ZIP CODE

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PHONE

FAX

E-MAIL

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SIGNATURE

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NAME OF AGENCY NACWA REPRESENTATIVE

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NACWA REPRESENTATIVE'S SIGNATURE

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**E-mail to: [lcobb@nacwa.org](mailto:lcobb@nacwa.org)**

# 2012 NATIONAL ENVIRONMENTAL AGENCY ACHIEVEMENT AWARDS

## CHIEF ELECTED OFFICIALS

*Please indicate the elected officials you would like NACWA to notify if your agency is selected for the National Environmental Achievement Award.*

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LOCAL CHIEF ELECTED OFFICIAL (E.G. MAYOR, GOVERNOR)

TITLE

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ADDRESS

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CITY

STATE

ZIP CODE

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FEDERAL ELECTED OFFICIAL (E.G. SENATOR/REPRESENTATIVE)

TITLE

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ADDRESS

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CITY

STATE

ZIP CODE

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FEDERAL ELECTED OFFICIAL (E.G. SENATOR/REPRESENTATIVE)

TITLE

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ADDRESS

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