

**To:** Members & Affiliates\*  
**From:** National Office  
**Date:** August 17, 2012  
**Subject:** CALL FOR NOMINATIONS –  
2013 NATIONAL ENVIRONMENTAL ACHIEVEMENT AWARDS (NEAA)  
**Reference:** MU 12-09

**Action Please By:**  
October 19, 2012

NACWA is now accepting nominations for the *2013 National Environmental Achievement Award (NEAA)* program recognizing individual and member agency achievement. The *NEAA* program honors individuals and member agencies that have made significant contributions through outstanding advocacy or innovative projects that positively impact the environment, their utility, their community, NACWA, and/or the clean water industry. Categories for the *NEAA* Individual Achievement Awards include: Public Service, Distinguished Service, and Environment. The Agency *NEAA* categories include: Research & Technology, Operations & Environmental Performance Award, Public Service, and Public Information & Education.

This *Member Update* provides all the information you need to apply for one of these prestigious awards. Included for your reference are the eligibility and criteria for each award category as well as general guidelines and application checklists.

### Get Recognized – Apply Today!

NACWA would like to acknowledge those individuals and member agencies that continually strive to make a positive impact on the environment. It is through the *National Environmental Achievement Awards* program, that we celebrate those outstanding individuals and innovative member agency programs and initiatives that exemplify environmental stewardship and a dedication to the clean water industry. Applications must be received by NACWA's National Office no later than ***Friday, October 19, 2012.***

### How Will Honorees Be Selected for Recognition?

Each *National Environmental Achievement Award* application will be reviewed by NACWA's Awards Committee in November 2012. The *NEAA* recognition program is non-competitive. Each nomination is judged individually based on eligibility and criteria.

Agency winners will be recognized at NACWA's 2013 Winter Conference at the Hyatt Regency Miami at in Miami, FL, February 3-6, 2013. Individual honorees will be recognized at a luncheon during the National Environmental Policy Forum, at the Washington Marriott in Washington, DC, April 21-24, 2013.

### Questions?

Contact Kelly Brocato, Director of Membership Development at 202/833-1449 or at [kbrocato@nacwa.org](mailto:kbrocato@nacwa.org) if you would like additional information. To review a complete listing of past *NEAA* honorees, visit the NACWA website at [www.nacwa.org/awards](http://www.nacwa.org/awards).

\* *This Member Update is provided to Affiliate Members for information only.*

## 2013 NEAA NOMINATION GENERAL GUIDELINES AND CHECKLISTS

### GENERAL GUIDELINES

- Member agencies may submit no more than one *National Environmental Achievement Award* nomination per category. In the case of the Public Information and Education Award, one nomination may be submitted from among the four categories (Video, Printed Publication, Educational Program, E-media) encompassed by that award.
- Only NACWA Public Member Agencies may submit award nominations.
- Each nomination shall be endorsed, via signature on the application form, by the nominating agency's NACWA representative.
- *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.
- Applications will be reproduced for each member of the Awards Committee and should not be bound or faxed.
- Applications are due by **October 19, 2012** to NACWA, Attention: Kelly Brocato, 1816 Jefferson Place, NW, Washington, DC 20036, [kbrocato@nacwa.org](mailto:kbrocato@nacwa.org). A confirmation e-mail will be sent upon receipt of your agency's application. *\*If you do not receive a confirmation email within 48 hours of submitting your application, please contact NACWA immediately.*

### NOMINATION CHECKLISTS

#### Individual Award Nomination Checklist

1. Completed Nomination Form
2. Completed Application Entry Form with NACWA representative signature
3. Individual Narrative (*See application for guidelines*)

#### Agency Award Nomination Checklist

1. Completed Nomination Form
2. Completed Application Entry Form with NACWA representative signature
3. Project/Program Narrative (*See application for guidelines*)
4. Project/Program Supporting Material (if desired/relevant)

#### 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 DVDs 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.

## **2013 NEAA ELIGIBILITY AND CRITERIA INFORMATION INDIVIDUAL ACHIEVEMENT AWARDS**

### **Public Service Awards**

The Awards Committee shall accept and consider nominations for two categories of Public Service Local Awards. An award may be given for current elected or appointed officials in service area of more than 250,000; and a second award may be given to current elected or appointed officials that have a service area population of less than 250,000.

**Eligibility:** Former or current elected or appointed public officials at the local, state, and federal level of government.

**Criteria:** Outstanding public service exhibiting a particular and continuing awareness of the challenges faced by NACWA Member Agencies.

### **Distinguished Service Award**

**Eligibility:** Individuals formerly representing NACWA Member Agencies who maintained an active role in the Association during their tenure.

**Criteria:** Efforts and dedication to the clean water community while representing their agency.

### **Environment Award**

**Eligibility:** Unrestricted.

**Criteria:** Outstanding environmental service.

## 2013 NEAA ELIGIBILITY AND CRITERIA INFORMATION MEMBER AGENCY ACHIEVEMENT AWARDS

### **Research & Technology Award**

**Eligibility:** Development of a technological innovation related to wastewater treatment, wastewater conveyance, stormwater management 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, stormwater, or use or disposal of biosolids/sludge. Project must have been conducted in-house, or by consultant under direction of the Member Agency. Project results must have practical application.

### **Operations & Environmental Performance Award**

**Eligibility:** Outstanding project, system or method relating to wastewater treatment, wastewater conveyance, stormwater management, 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 Agency 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 public utility operation or environmental protection.

**Criteria:** Involvement must be by Member 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 Member 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 website or downloadable, web-based program that relates to wastewater treatment, wastewater conveyance, or pollution prevention and control.

**Criteria:** Website 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.