

To: Members & Affiliates*
From: National Office
Date: October 5, 2007
Subject: CALL FOR NOMINATIONS –
2008 NATIONAL ENVIRONMENTAL ACHIEVEMENT AWARDS (NEAA)
Reference: MU 07-17

Action Please By:
December 7, 2007

NACWA is now accepting nominations for the *2008 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, Public Service, and Public Information & Education.

This *Member Update* provides all the information you need to apply for this prestigious award. 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, December, 7, 2007**.

How Will Honorees Be Selected for Recognition?

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

Individual honorees will be recognized at a ceremony and reception during the National Clean Water Policy Forum, at the Renaissance Mayflower Hotel in Washington, DC, May 4-7, 2008. Agency winners will be recognized at NACWA's Summer Conference and 38th Annual Meeting in Anchorage, AK at the Hilton Anchorage, July 15-18, 2008.

Questions?

Contact Kelly Brocato, Director of Membership Development at 202/833-1449 or at kbrocato@nacwa.org with any questions on the *NEAA* program or if you would like additional information. To review a complete listing of past *NEAA* honorees, visit the NACWA website at www.nacwa.org/awards.

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

2008 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 in each of 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.
- Applications will be reproduced for each member of the Awards Committee and should not be bound or faxed.
- Applications are due by **December 7, 2007** to NACWA, Attention: Kelly Brocato, 1816 Jefferson Place, NW, Washington, DC 20036, kbrocato@nacwa.org.

NOMINATION CHECKLISTS

Individual Award Nomination Checklist

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

Agency Award Nomination Checklist

1. Completed the 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 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.

2008 NEAA ELIGIBILITY AND CRITERIA INFORMATION INDIVIDUAL ACHIEVEMENT AWARDS

Public Service Awards

The Awards Committee shall accept and consider nominations in four categories – Local (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.), State, and Federal.

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 municipal wastewater treatment agencies.

Distinguished Service Award

Eligibility: Individuals formerly representing Association member agencies who maintained an active role in the Association during their tenure.

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

Environment Award

Eligibility: Unrestricted.

Criteria: Outstanding environmental service.

2008 NEAA ELIGIBILITY AND CRITERIA INFORMATION MEMBER AGENCY ACHIEVEMENT AWARDS

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 Award

Eligibility: Outstanding project, system or method relating to wastewater treatment operations.

Criteria: Innovative and effective project, system or method relating to wastewater treatment plant or collection system operations 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 (*four awards*)

Video (*1 award*)/Printed Publication (*1 award*)/Educational Program (*1 award*)

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 (*1 award*)

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.