

AHCA 2018 Awards Program Nomination Packet

Not for Profit Trustee Award



At its 69th Annual Convention & Expo in San Diego, October 7 - 10, 2018, AHCA will recognize honorees for their activities that improve the life of residents, patients, clients, families and others.

Following are the requirements and nomination forms for the

Not for Profit Trustee Award

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Eligibility Criteria

All entries must meet the following criteria:

- Nominees must have at least three years of service as a trustee or board member;
- Nominees must serve on the board of a member organization in good standing with the state affiliate and national association at the *time of judging*. Entities also qualifying, in lieu of the primary board, include a foundation or other legal entity established by an NFP member organization to provide services to the external community.
- Nominee's activities must contribute to the emotional, social, and mental well-being of residents/patients/clients and foster greater acceptance by the community.
- Nominators must be of Not for Profit sponsorship and can include SNFs, NFs, PAC/Rehab, assisted living/residential care, ICF/IIDs, CCRCs, county-run, and veterans facilities.
- An organization may only submit one nomination per year.
- Faxed and hand written nominations are not accepted.
- Nominations must be received by **JUNE 8, 2018 11:59 p.m.**

Selection Criteria

An impartial group will evaluate the nominations based on the following criteria:

- Nominee's direct or indirect involvement in activities that positively impact residents/patients/clients, or families;
- Nominee's influential or inspirational role in programs for the care center;
- Nominee's overall impact that enhances the image of the profession and acceptance of the individuals cared for and served.

Recognition of Winner

To show the trustee award honoree how much the profession values his or her service, AHCA will invite the honoree and one guest, to participate in NFP Day activities and closing general session at AHCA's expense. The 2018 Annual Convention & Expo will take place in October 7-10, 2018 in San Diego.

Nomination Section

Nominee's Name _____

Address _____

City _____ State _____ Zip _____

Telephone Number of nominee: _____

Email Address of nominee: _____

Name of Care Center:

Address _____

City _____ State _____ Zip _____

Telephone Number _____

Total Number of Beds at the center: _____

Center's Designation:

- SNF/NF/PAC AL/Residential ICF/IID CCRC
 County-Run Veterans Other: _____

Facility Contact & Title _____

Facility Contact Signature _____

Narrative Section

In this section the nominator can to discuss the trustee or board member's attributes that are special or unique. Please provide the following information about your nominee:

I. Length of service: _____.

(Nominee must have attained three years of service at an AHCA member facility prior to nomination.)

II. Identify leadership positions held by the trustee nominee (Chair, committees, projects, etc.)

III. In a typed narrative of approximately 200 words explain what makes your trustee or board nominee special. Areas to discuss may include:

- A) Supporting the mission of the organization;
- B) Enhancing the quality of life at the care center;
- C) Fostering positive opinions about life at the care center/home, or other setting;
- D) Communicating with internal audiences OR the external community.

Reference Section

Submit letters of support for the trustee or board nominee.

1. One letter either from the care center's leader (e.g. Administrator/Executive Director) or corporate officer (C-level) in a management office.
2. One letter from a community leader/influencer
Could be the chief staff officer of the (e.g. Executive Director, CEO, etc.) of the AHCA state affiliate where the facility is located.

Criteria for both letters:

- **Not** to exceed one page;
- Printed on **official** letterhead; and
- **Personally** signed.

Submitting Nomination

All nominations must be received by June 8, 2018 11:59 p.m. to be considered for this year's Trustee Award.

Please review the Eligibility Criteria on page 2 of this document to ensure your nominee is eligible for the Trustee Award

Nominations must be submitted via email to: Dana Halvorson dhalvorson@ahca.org