

New Mexico Recreation and Park Association

Awards Nomination Overview

Submissions by yours or other agencies are an opportunity for you to demonstrate why your successes should serve as a model for other parks and recreation agencies. Any current NMRPA member may nominate candidates for each award. The nominees may be endorsed by other members of NMRPA.

All nominations are to follow the specific criteria listed in this brochure. Nomination packets are due no later than **Friday, July 19, 2019** to the Awards committee chair, at the address on the Nomination Form. **The award period for many of the categories will be January 1, 2017 – December 31, 2018.**

The nomination should be typewritten and include the appropriate information as stated for each award. Nominations should include any supporting data, such as letters of support, copies of news releases, etc. Each nomination must include the nomination cover sheet, as well as all applicable nomination criteria listed in each category.

Your nomination will be reviewed by the Awards Committee. The committee will score your nomination based not only on the completeness of your application, but also for how creative and thorough you are in your submission and narrative descriptions that answer the questions as outlined in the criteria

CRITERIA

Please be sure to include items 1-5 under ALL AWARDS and also address pertinent information under the specific awards you are nominating. Other information may be included as criteria for the nomination with the total packet not to exceed fifteen pages.

All Awards Criteria

1. Statement of your reason for nomination – maximum limit of 500 words.
2. Additional pertinent information that will help give a broader vision of the nominee.
3. Please include a CD-ROM or Jump Drive with digital/scanned photographs of person(s), project and/or event.
4. All awards are considered to be competitive with one recipient presented in each category. Award recipients will have been deemed to meet or exceed a level of excellence as a nomination and serve as a model for other agencies.
5. All applications need to be **printed and mailed or emailed to JGMaestas@rio-arriba.org and cmsandoval@cabq.gov**

New Mexico Recreation and Park Association

2019 Awards Nomination Form

All nominations due **July 19, 2019**

Award Nomination Cover Sheet: One Cover Sheet per Nomination (please check one)

- | | |
|--|--|
| <input type="checkbox"/> Outstanding Voluntary Service Award | |
| <input type="checkbox"/> Duke Jory Educational Grant Fund | |
| <input type="checkbox"/> Parks/Grounds Maintenance Award | |
| <input type="checkbox"/> Ed Chismar Outstanding Young Professional Award | |
| <input type="checkbox"/> Park Design Award | <input type="checkbox"/> Trail Design Award |
| <input type="checkbox"/> Facility Design Award | <input type="checkbox"/> Arts and Humanities Award |
| <input type="checkbox"/> Kudos Award | <input type="checkbox"/> Environmental Stewardship Award |
| <input type="checkbox"/> Printed Media | |
| <input type="checkbox"/> Audio Visual/Electronic Media | <input type="checkbox"/> Elected Official Award |
| <input type="checkbox"/> Youth Program of the Year | <input type="checkbox"/> Mayor/ Senator/ Representative |
| <input type="checkbox"/> Adult Program of the Year | <input type="checkbox"/> Councilor/County Commissioner |
| <input type="checkbox"/> Special Event of the Year | |

| | |
|---|---|
| <input type="checkbox"/> Class I (Population 50,000 and over) | <input type="checkbox"/> Class II (Population 49,999 and under) |
| <input type="checkbox"/> Under \$2,500,000 | <input type="checkbox"/> \$2,500,000 and Over |
| (Where applicable) | |

Nomination Information:

Name (Program, Facility, or Individual): _____

Agency/Position: _____

Nominator Information:

Agency Director: _____ Agency: _____

Address: _____

City: _____ NMRPA Membership: Agency Individual

Phone: _____ Email: _____

**Information to be in all nomination
submittals:**

- This nomination cover sheet (a separate cover sheet is required for each nomination with the appropriate box checked)
- Reason of nomination (narrative 200-250 words)
- Other pertinent information
- One original and 3 copies
- Other nomination criteria specific to the category

Submission

Jeremy G. Maestas, Awards Committee Chair
 Parks & Recreation Director
 Rio Arriba County
 1122 Industrial Park Rd.
 Española, NM 87532
 Phone: (505) 753-6663 Fax: (505)-747-0336
 JGMaestas@rio-arriba.org

*New Mexico Recreation and Parks Association
2019 Duke Jory Educational Grant Award*

Please type or print:

Name: _____ Date: _____

Position Title: _____ Email: _____

Agency: _____

Personal/Agency Address: _____

City, Zip: _____

Phone: _____ Cell: _____

Educational Program Title: _____

Organization/Institution: _____

Date & Location of Education Program: _____

Cost of Educational Program: _____ Student _____ Professional _____

NMRPA Member: ___ yes ___ no # of years: _____

To complete the grant process, you must also attach each of the following:

- Copy of a current resume including education, professional or volunteer experience, etc.
- One page, or less, letter stating the following
 - Why you would like to receive the scholarship
 - How receiving the scholarship will benefit you
 - How receiving the scholarship will benefit your agency or career goal
 - Any contributions you have made to NMRPA by volunteering or helping with the association

Signature of Applicant _____

Signature of Agency Director _____

NMRPA Educational Grant Program
Jeremy G. Maestas, Awards Committee Chair
Parks & Recreation Director
Rio Arriba County
1122 Industrial Park Rd.
Española, NM 87532
Phone: (505) 753-6663 Fax: (505)-747-0336
JGMaestas@rio-arriba.org

Duke Jory Educational Grant Fund:

This award will be given to two people annually - a student (undergraduate or graduate) and a practitioner/professional that meets the outlined criteria. This award will be in the form of a cash amount determined upon fund availability not to exceed \$500 each. A framed citation will also be presented along with the cash award. The award may be used towards tuition (or books), conferences, certification course and exams, professional schools, specialized training, etc. (Award may be used only for registration in the case of a practitioner/professional.) Applicant must complete the **2019 Scholarship Application** and provide supporting documentation such as resume, newspaper clippings, etc. Scholarships are reimbursement grants and will be paid after the appropriate documentation of the expense is provided. Scholarships are not reimbursed to agencies, only to individuals. Individuals awarded a scholarship must submit documentation of expenses with receipts, within thirty (30) days from the last of the training program or the scholarship will be forfeited.

Student

1. Need to be enrolled as an undergraduate or graduate student in a recreation major curriculum or field related to Parks and Recreation to include: Forestry; Therapeutic Recreation; Resource Management; Food, Tourism, and Hospitality; Health and Fitness; Wildlife Management; Agronomy; Landscape Architecture; or Public Administration.
2. Undergraduate applicant must have a grade point average of 3.0 or better with 60 or more credits hours. Graduate applicant must have a grade point average of 3.5 or better. A transcript must be included with the application.
3. Applicant must be a resident of New Mexico and a member of the New Mexico Recreation and Park Association (NMRPA) three months prior to the application.
4. Must provide three letters of reference of which one must be a faculty recommendation and a second must be a professional recommendation.

Practitioner/Professional

1. Practitioner must be currently employed by a park and/or recreation agency in New Mexico.
2. Applicant must be a resident of New Mexico and a member of the New Mexico Recreation and Park Association (NMRPA) six months prior to the application.
3. Applicant must include a resume of volunteer or paid experience in recreation, parks, or natural resources.
4. Applicant must provide a letter of recommendation from their department/agency director.

Parks/Grounds Maintenance Award: (Class I & II)

This award will be presented annually in the form of a plaque to a Department/Agency in each class for the outstanding maintenance of parks, entryways, athletic fields, medians, or trails between **January 1, 2017** and **December 31, 2018**.

Landscaping, cemeteries golf course, and building grounds will not be considered.

Criteria for this award are as follows:

1. Candidates must be nominated by a current NMRPA member.
2. Nominee must have a current NMRPA membership.
3. Nomination must include sample of maintenance schedule; Method of maintenance documentation; Standards used to measure maintenance; Number of park/grounds staff; and Number of sites and total acreage.
4. Description of services provided by parks maintenance staff.
5. Photos or video of recent projects along with a one-page overview of the maintenance process.

Ed Chismar Outstanding Young Professional Award:

This award may be presented annually in the form of a plaque to one qualified young professional member of NMRPA. The candidate must not have reached the age of thirty-five (35) years at the time of nomination. This is requested so the candidate will be eligible for the Southwest Regional Young Professional Award, which is given in the spring of the following year. Applicant should provide substantial supporting documentation - when applicable such as resume, three

letters of reference, newspaper clippings, etc. with the application. Please include a least one but no more than three digital photos. Please limit the nomination information to no more than three (3) pages, excluding the 3-5 endorsement letters and completed nomination form.

1. Candidates must hold membership and certification in NMRPA, NRPA and any of its Branches and Affiliates.
2. Candidates must have at least three years as a leader, instructor, supervisor, administrator, consultant or a combination of these services in the field of recreation and parks.
3. Candidates must meet at least one of the following qualifications:
 - a. Must have been actively involved in the NMRPA, NRPA as evidenced by service in an elective or significant appointive capacity.
 - b. Must have contributed to the recreation and parks movement through advocacy of its concepts as evidenced by publication of articles or service as a speaker, moderator or panelist before national, regional or state professional or lay groups.
 - c. Must have demonstrated responsible performance in the delivery of service in support of the recreation and parks movement in a state or local arena of practice.

Park Design Award: (Categories: Under \$2.5 million and \$2.5 million and over)

This award may be presented annually in the form of a plaque to one department in each class for an outstanding completed park, trail, bike path, open space, preserve, or sports complex project completed between **January 1, 2017** and **December 31, 2018**. Candidates must be nominated by New Mexico Recreation and Park Association members.

Criteria for this award are as follows:

Nominee organization must have a current membership in the NMRPA

Nomination must address all of the following topics in your supporting documents:

- a. **Innovation** – provides a new approach to problem solving, exhibits new technology
 - b. **Functionalism** – responds to user’s needs, accessibility for all populations
 - c. **Aesthetics** – proper scale is achieved for site, relationship to surroundings, considers the overall site development
 - d. **Community Benefits** – responds to identified needs of public, public input on project, improves image of community
 - e. **Environmental Stewardship** – use of recycled materials, mechanics which are environmentally compatible (solar, low volume flush, high pressure sodium bulbs, etc.), use of native plant materials
 - f. **Maintenance** – considers ease of maintaining, durability of materials, minimizes needs for special equipment or special tasks, safety of maintaining site
3. All sources of funding and the operating budget must be submitted.

Please include photos or video of the nominated project along with a one-page overview of the design process of the project.

Facility Design Award: (Categories: Under \$2.5 million and \$2.5 million and over)

This award may be presented annually in the form of a plaque to one department in each class for an outstanding completed community building, recreation facility or structure between **January 1, 2017** and **December 31, 2018**. Candidates must be nominated by New Mexico Recreation and Park Association members.

Criteria for this award are as follows:

1. Nominee organization must have a current membership in the NMRPA
2. Nomination must address all of the following topics in your supporting documents:
 - a. **Community Benefits** – responds to identified needs of public, public input on project, improves image of community
 - b. **Functionalism** – responds to user’s needs, accessibility for all populations
 - c. **Innovation** – provides a new approach to problem solving, exhibits new technology
 - d. **Aesthetics** – proper scale is achieved for site, relationship to surroundings, considers the overall site development
 - e. **Environmental Stewardship** – LEEDS points, use of recycled materials, mechanics which are environmentally compatible (solar, low volume flush, high pressure sodium bulbs, etc.), use of native plant materials for landscaping

- f. **Maintenance** – considers ease of maintaining, durability of materials, minimizes needs for special equipment or special tasks, safety of maintaining site

All sources of funding and the operating budget must be submitted.

KUDO Awards: Categories - Print Media and Audio Visual/Electronic Media

This award may be presented annually in the form of a plaque to one department in each category who has significantly contributed to the public's increased awareness and recognition of public parks, recreation, conservation agency, and leisure service programs. This may be achieved in one or both of the following categories: 1) **Print Media** – to include catalogues, brochures, flyers, posters, circulation books, magazines, photographs, etc., and 2) **Audio Visual/Electronic Media** – to include videos, public service announcements, web sites, social media marketing, etc.

The Print Media piece being recognized must address:

- The approach to developing the piece (arrangement of sections, color selection, how did you draw people's attention, etc.)
- Number of pieces printed?
- Method of distribution?

The Audio Visual/Electronic piece being recognized must address:

- Decision to select this topic to promote?
- The particular need to address the problem/challenge in your community?
- Your creative approach for this campaign.
- Were you targeting a specific population?
- How did you decide on this particular format?
- Why do you feel this approach is best?

All samples need to have been published, distributed, or established between **January 1, 2017** and **December 31, 2018**. You may submit nominations for both categories, but may not submit multiple nominations in the same category.

Youth Program of the Year Award: (Class I & II)

This award will be presented annually in the form of a plaque to a Department/Agency in each class for an outstanding youth program conducted by a park, recreation, conservation agency, public or private non-profit agency or organization between **January 1, 2017** and **December 31, 2018**.

Criteria for this award are as follows:

1. Candidates must be nominated by a current NMRPA member.
2. Nominee must have a current NMRPA membership.
3. Provide a description of the program.
4. How was the program developed?
5. What were the goals and objectives of the program. Where they met?
6. Population served by the program.
7. How was the program implemented?
8. Program dates and schedule.
9. Program budget
10. Program evaluation
11. Photos or video of the program.

Adult Program of the Year Award: (Class I & II)

This award will be presented annually in the form of a plaque to a Department/Agency in each class for an outstanding adult program conducted by a park, recreation, conservation agency, public or private non-profit agency or organization between **January 1, 2017** and **December 31, 2018**.

Criteria for this award are as follows:

1. Candidates must be nominated by a current NMRPA member.
2. Nominee must have a current NMRPA membership.
3. Provide a description of the program.
4. How was the program developed?
5. What were the goals and objectives of the program. Where they met?
6. Population served by the program.
7. How was the program implemented?
8. Program dates and schedule.
9. Program budget
10. Program evaluation
11. Photos or video of the program.

Outstanding Voluntary Service Award: (Class I & II)

This award may be presented annually in the form of a plaque to citizens, businesses or organizations in each Class whose contributions of volunteer service **over a period of time**, have improved the quality and quantity of leisure opportunities through parks, recreation and leisure service programs and projects in neighborhoods, communities, or the state.

Volunteer efforts may include:

- An individual or group contribution of time and effort to the parks, recreation and leisure services movement for a minimum of three years
- Advocacy activity on behalf of parks, recreation and leisure services, through involvement in other organizations or endeavors outside the parks, recreation and leisure services field.
- Advocacy activity on behalf of parks, recreation or leisure services, through involvement in local or state legislative activity resulting in the heightened awareness of the benefits of parks, recreation and leisure services.
 - a. Elected office of NMRPA, NRPA, a Branch or Affiliate of NRPA.
 - b. Member of NMRPA Board, a state or community organization board, the National Forum of NRPA or a Regional Council or such comparable body.
 - c. Member of any NRPA or Branch committee on a national or regional level, or chairperson or NMRPA committee.
 - d. Professional research, publication, speeches, service on panels, etc. such as major addresses to groups; and radio or television talks given in the interest of promoting recreation and parks. Research which has helped advance the profession, original contribution which has affected the philosophy or practice of the professions; or service as a member of a national or regional panel on the recreation and parks movement.

Trail Design Award: (Categories: Under \$2.5 million and \$2.5 million and over)

This award may be presented annually in the form of a plaque to one department in each class for an outstanding completed trail or bike path project completed between **January 1, 2017** and **December 31, 2018**. Candidates must be nominated by New Mexico Recreation and Park Association members.

Criteria for this award are as follows:

3. Nominee organization must have a current membership in the NMRPA
4. Nomination must address all of the following topics in your supporting documents:
 - a. **Innovation** – provides a new approach to problem solving, exhibits new technology
 - b. **Functionalism** – responds to user’s needs, accessibility for all populations
 - c. **Aesthetics** – proper scale is achieved for site, relationship to surroundings, considers the overall site development
 - d. **Community Benefits** – responds to identified needs of public, public input on project, improves image of community
 - e. **Environmental Stewardship** – use of recycled materials, mechanics which are environmentally compatible (solar, low volume flush, high pressure sodium bulbs, etc.), use of native plant materials
 - f. **Maintenance** – considers ease of maintaining, durability of materials, minimizes needs for special equipment or special tasks, safety of maintaining site
5. All sources of funding and the operating budget must be submitted.

Please include photos or video of the nominated project along with a one-page overview of the design process of the project.

Arts and Humanities Award: (Class I and Class II)

This award will be presented annually in the form of a plaque to one Department/Agency that has achieved excellence in providing the most innovative and effective arts and humanities program. The winner of this award will be eligible to be nominated for the NRPA Dorothy Mullen Arts and Humanities Award. The award classes based on population will change at the National Award Level.

Nominee must be a NMRPA member. The program nominated for award consideration must have been conducted between **January 1, 2017** and **December 31, 2018**.

Please provide the following materials whenever it is applicable regarding the nominee:

- Any relevant media coverage of the program (electronic format only).
- Any relevant marketing pieces related to the program (electronic format only).
- Any customer feedback about your program, whether it is testimonials or letters of recommendation.
- Points to be addressed in narrative.

The nomination narrative should address:

- Program Overview
 - Program Budget
 - Grant Funding; percentage of total budget; source of grant
 - How has the program stimulated the economy?
 - Number of staff, volunteers, and participants
 - Is this program part of an established, continuing program or series of programs? (or seasonal, one-time event)?
- Program Description – Brief description of the overall program.
 - Describe the variety of activities offered; population served; and, program duration.
 - Describe how the program supports the community. What needs does it meet? Describe the partnerships, cooperatives, and other community solutions that affect the program.
 - Describe how the program has expanded interest in arts and humanities and if there are plans for future expansion and outreach.

Environmental Stewardship Award: (Class I and Class II)

This award will be presented annually in the form of a plaque to one Department/Agency that has achieved excellence in leading their community to a more sustainable future. The winner of this award will be eligible to be nominated for the NRPA Barb King Environmental Stewardship Award. The award classes based on population will change at the National Award Level.

The nominated agency must have an employee who is a member of NMRPA at the time of nomination. The environmental efforts may include the establishment and communication of goals for key environmental barometers such as water and energy use, greenhouse gas reduction, use of sustainable resources, recycling and waste reduction. Nominee must be a NMRPA member. The program nominated for award consideration must have been conducted between **January 1, 2017** and **December 31, 2018**.

Please provide the following materials whenever it is applicable regarding the nominee:

- A copy of existing sustainability plans.
- A copy of specifically related communications or public relations pieces.
- A list of objectives that guide the agency and its operations including those specifically related to environmental stewardship.
- Points to be addressed in narrative.
- Two letters of recommendation.

The nomination narrative should address the agency's adoption of guidelines for purchasing environmentally preferable products, the planning and construction of environmentally sustainable buildings, structures and sites; the adoption of environmentally sensitive maintenance practices; environmental education and outreach campaigns to the community; and the achievement of significant goals in environmental stewardship.

Elected Official Award: (Class I & Class II)

Categories;

Mayor/ Senator/Representative

Councilor/County Commissioner

This award may be presented annually in the form of a plaque to one individual to honor an Elected Official who has gone "*above and beyond*" in their support of our services and who has made an outstanding recent contribution to Parks, Recreation, Natural Resources, Aquatics, or Therapeutic Recreation in New Mexico. This is a way to recognize our elected friends and supporters for their help and assistance in the park and recreation field and hopefully encourage the future involvement of other elected officials.

All of us can point to the Mayor, Councilman, or Commissioner that makes our jobs a nightmare. They think we have too many employees, our budget is too high, the grass isn't cut and some constituent isn't getting the service they think they need. But every once in a while, we come across an official that is in tune with what we are all about.

These "officials" have constructive comments; they listen to our problems and concerns and try to help. They go to bat for our budgets and programs. They are our partners in the development of community projects. Sometimes these projects are their own, but they fit in and are not self serving. They work with us and make our life a little easier.

Special Event Program of the Year Award: (Class I & II)

This award will be presented annually in the form of a plaque to a Department/Agency in each class for an outstanding sporting event conducted by a park, recreation, conservation agency, public or private non-profit agency or organization between **January 1, 2017** and **December 31, 2018**.

Criteria for this award are as follows:

1. Candidates must be nominated by a current NMRPA member.
2. Nominee must have a current NMRPA membership.
3. Provide a description of the program.
4. How was the program developed?
5. What were the goals and objectives of the program? Where they met?
6. Population served by the program.
7. How was the program implemented?
8. Program dates and schedule.
9. Program budget
10. Program evaluation
11. Photos or video of the program.