

HOMEOWNER LEADER AWARD

Outstanding Homeowner Leader

The Outstanding Homeowner Leader Award recognizes a CAI member who demonstrates outstanding contributions to CAI, the association they serve, and to their surrounding community. This individual is committed to, and clearly understands their role and fiduciary responsibility as a community volunteer.

Qualification & Nomination

Any homeowner can be nominated for the Outstanding Homeowner Leader Award, provided they are a member of CAI-IL in good standing. An applicant may nominate themselves or may be nominated by their association board, their community association manager, or a business partner who works with them.

Criteria

The five factors on the following page will be considered when determining the award winner, but not all qualifications are required. Each nomination must address these five key questions and the answers should focus on how the nominee meets the criteria (question). Each nominee will be evaluated on the quality of work indicated and any supporting materials relative to the criteria.

Guidelines

- The 2018 Excellence Awards recognize the achievements of individuals during the time period from September 1, 2017 through August 31, 2018.
- There is no nomination fee for the Outstanding Homeowner Leader Award and the winning applicant will be given two complimentary tickets to the Excellence Awards & Winter Gala to receive their award.
- A separate nomination form must accompany each entry. Retain a copy of each entry for your files. Entries, photos and any documentation will not be returned and become the property of CAI-IL.
- A high-resolution JPEG photo of nominee must be e-mailed to Cheryl Murphy by September 1, 2018 (cherylm@cai-illinois.org)

- Incomplete or unsigned nomination forms will not be considered eligible for review.
- A nominee must have performed the activities in Illinois.
- CAI-IL reserves all publishing rights to the materials submitted. All data will be held strictly confidential, although some data may be used in announcing the Award winner, including in *Common Interest Magazine*.
- At least two nominations must be received in a category for an award to be given.
- A nomination form can be downloaded at www.cai-illinois.org/awards-and-honors/. Entries can be formatted in a Word, Publisher, Excel or pdf file. Each question must be included to be considered.
- Entries must be received in CAI-IL's office or emailed to cherylm@cai-illinois.org by September 1, 2018, or postmarked by August 29, 2018.

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Judging

Judging is based on the responses to the questions listed below. Provide a letter of nomination from someone who has worked with the volunteer for a minimum of 2 years. Judges reserve the right to withhold awards in this category where the quality of the work does not warrant such recognition. All decisions of the judges are final. Information that accompanies each nomination may be verified for accuracy. All nominees will be notified of their nomination for the Excellence Awards and are encouraged to attend the Excellence Awards & Winter Gala on November 16, 2018.

Outstanding Homeowner Leader Award Nomination Questions:

1. Indicate the volunteer position the applicant holds and for how long he/she has served in this position (Association Board of Directors, Committee, Special Projects). Describe the accomplishment(s) related to the award category and include the activities that led up to the accomplishment(s).
2. Describe how the applicant has set themselves apart from other volunteers by attending education or other industry events and activities.
3. Provide examples that illustrate leadership, such as cooperation with CAI, association board members, working with management, other homeowners, and/or business partners.
4. Describe how the applicant is considered a role model and leader for community volunteers within the industry. Was there anything about the accomplishment(s) that exceeded the normal course of everyday responsibilities/services or especially generated a sense of community for the association?
5. List any additional considerations, such as community service outside of CAI-IL.

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(complete one for each submission):

Nominee:

Name _____

Title _____

Association _____

Address _____

City/State/ZIP _____

Phone _____

Email _____

Nominated by:

Name _____

Title _____

Company/Association _____

Address _____

City/State/ZIP _____

Phone _____

Email _____

Signature _____

Date _____

_____ I have attached the answers to the 5 required questions

_____ I have included a jpeg photo of the candidate

_____ I have worked with this volunteer for at least 2 years

Complete this form and submit along with photo of nominee, supporting documentation, and additional considerations by email to Cheryl Murphy at cherylm@cai-illinois.org or mail to:

CAI-IL | 1821 Walden Office Square, Suite 100 | Schaumburg, IL 60173

If you do not receive a confirmation within 72 hours after submission,
contact the CAI-IL Office at (847) 301-7505