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# The Distinguished Achievement Award Nomination Form

#### “To recognize works of outstanding public service”

Epsilon Sigma Alpha International, one of the world’s premier leadership-service organizations is looking to identify people who have unselfishly given of themselves to a remarkable degree in some area of service that benefits others. This person exemplifies the wholesome and inspiring qualities of love, faith, and courage that reflect the ideals of Epsilon Sigma Alpha.

These people may or may not have been recognized for their service before. They may be in the public spotlight on a daily basis or be working quietly in the community to benefit others. In either case, ESA needs your help in identifying such individuals to be honored with one of our organization’s highest awards, The Distinguished Achievement Award.

## Award Procedures

* Upon identifying the nominee, have them help the sponsoring chapter complete the Distinguished Achievement Award nomination form.
* Return the nomination form materials to the contact person listed by the date listed on the nomination form.
* A panel of distinguished judges in the community will select the local winner from the finalists.
* The winning nominee will be honored at a special celebration sponsored by Epsilon Sigma Alpha
* The winning nominee, their family and friends will be invited to participate in the celebration honoring the award recipient.
* The local chapter of Epsilon Sigma Alpha will provide and circulate information about the event and the award winner to the local media.

## Criteria for Judging

Any member of the community is eligible for this award based on their acts of service; however, members of Epsilon Sigma Alpha, active, inactive, or honorary, are not eligible for this award.

Epsilon Sigma Alpha is looking to honor others who also value service as a part of their daily life. The following information which is requested on the award nomination form will be used to determine who is to be awarded the Distinguished Achievement Award of Epsilon Sigma Alpha.

1. A description of nominee’s current contribution and the benefit received by others as a result.
2. What is remarkable or unique about their contribution?
3. What portion of their time is spent in this endeavor?
4. If married, how great is their involvement with their children and their activities.
5. Other responsibilities (those of most vital concern to them).
6. What impact has their work had on others, including their community
7. Whether they receive a salary for their contribution.
8. Past accomplishments.
9. Obstacles and difficult circumstances over which they have triumphed.
10. How do they plan to continue their service in the future?



***NOMINATION FORM***

Please complete this Nomination Form in full. Nominee must sign this form.

(Please make a photocopy – the original form will not be returned.)

* Nominee’s Name:
* Address:
* Marital Status: Spouse:
* Spouse’s Occupation & Place of Business:
* Children’s Names & Ages:
* Nominee’s Occupation or Profession:
* If employed, Nominee’s business address:
* Position or title:
* Schools attended (degrees, honors, etc.):
* Civic, Fraternal, Religious Organizations:
* Hobbies, Interests:

Describe on a separate sheet as concisely as possible why this person deserves the Distinguished Achievement Award, including the following information:

* 1. A description of nominee’s current contribution and the benefit received by others as a result.
	2. What is remarkable or unique about their contribution?
	3. What portion of their time is spent in this endeavor?
	4. If married, how great is their involvement with their children and their activities?
	5. Other responsibilities (those of most vital concern to them).
	6. What impact has their work had on others, including their community?
	7. Whether they receive a salary for their contribution.
	8. Past accomplishments.
	9. Obstacles and difficult circumstances over which they have triumphed.
	10. How do they plan to continue their service in the future?

FOR NOMINEE: I attest to all facts contained on this form and give permission for the facts to be used for publication. I am willing to be nominated for the Distinguished Achievement Award. I am not now nor have I ever been affiliated with Epsilon Sigma Alpha International.

* Nominee’s Signature:
* Nominated By (list chapter name & number, and president’s name):

Return to:

Diana Cohen

4001 Delaware Dr

Lagrange, KY 40031

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# INFORMATION FOR DISTINGUISHED ACHIEVEMENT AWARD JUDGES

The Epsilon Sigma Alpha DISTINGUISHED ACHIEVEMENT AWARD has been established to recognize a very special person in each community – a person who has unselfishly given of themselves to a remarkable degree in some area of service which benefits others . . . a person who exemplifies in their daily life the wholesome and inspiring qualities of love, faith and courage. It is the privilege of ESA International to honor them with the only award given by ESA to people outside of ESA.

In judging these nominees for the Distinguished Achievement Award, we suggest that you rate each entry according to the following scale:

100 - Exceptional

85 – Outstanding

75 – Excellent

65 – Above Average 50 – Average

25 – Below Average

To arrive at this figure, first test the entry as to whether each of the following areas of information has been included:

* 1. A description of nominee’s current contribution and the benefits received by others as a result.
	2. What is remarkable or unique about their contribution?
	3. What portion of their time is spent in this endeavor?
	4. If married, how great is their involvement with their children and their activities?
	5. Other responsibilities (those of most vital concern to them).
	6. What recognition, if any, have they previously received?
	7. Whether they receive a salary for their contribution.
	8. What are their past accomplishments?
	9. Obstacles and difficult circumstances over which they have triumphed.
	10. How do they plan to continue their service in the future?

Areas 4 and 5 were included to make sure that we do not honor a person who gives to others but not to their own family. Involvement with children does not have to include assisting in their organizations (such as Scouting), but should include time and interest given to them.

Area 7 may be significant in arriving at your decision. A large salary in return for service obviously reduces a nominee’s rating for the Distinguished Achievement Award. On the other hand, many people make great contributions above and beyond the effort put into earning their living. If their contribution is significant enough and sacrificial in nature, a Distinguished Achievement Award winner may be recognized for their work in which they are employed.

In considering Area 8, keep in mind that the Distinguished Achievement Award nominee should now be involved and not in a “retired” stage where they are no longer contributing. With this understanding, past accomplishments may be included in your rating decision.

After each judge has rated each nominee finalist in this manner, if the figures do not add up to a clear-cut winner, judges should meet and discuss each contestant, on the basis of the ten areas indicated. The final decision may be aided by scheduling interviews with the finalists if the judges believe it necessary.