



# Delaware Valley Green Building Council Annual Leadership Award Instructions

Each year, since 2004, the Delaware Valley Green Building Council (DVGBC) has recognized a company or organization that has been instrumental in leading the implementation of sustainable design in the Delaware Valley.

DVGBC is currently seeking nominations for the 2008 Leadership Award Program. The application process is outlined below and the deadline for submissions is Monday, September 8, 2008.

## CATEGORIES

DVGBC will accept applicants that fall into one of the following categories:

**Government Leadership:** elected officials, government workers, members of public authorities and commissions, and other public-sector-oriented individuals. Nominees should include those persons who have:

- Sponsored or implemented green policies or programs to provide incentives for green-building-related activities;
- Removed barriers to the implementation of green practices through changes in codes, policies, or programs;
- Implemented green facility design, construction and management practices or policies; and/or
- Raised community awareness through material, tours, or public events.

**Business Leadership:** employees, stockholders, CEOs or other workers within private sector businesses and corporations of all types and sizes. Nominees should include those who have:

- Led the implementation of facility-wide green construction, operation, and or/management practices;
- Introduced green practices into manufacturing processes; and/or
- Conducted community outreach to promote green building awareness throughout their workforce and/or the broader community.

**Nonprofit Leadership:** staff or volunteers working on behalf of a 501(c)3- or 501(c)6-designated entity, including educational, community-based, religious, and health institutions. Nominees should include those who have:

- Launched a new program or initiative that supports green-building-related activities;
- Raised significant community awareness and outreach through materials, programs, and events;
- Influenced the adoption of a program or policy through advocacy efforts; and/or
- Implemented green management and operation policies within their own facility.



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## **INSTRUCTIONS**

The DVGBC Leadership Awards are open to any individual, company, organization, or group within a company or organization, working in the Delaware Valley. This includes the geographical area of Eastern Pennsylvania (Bucks, Carbon, Chester, Delaware, Lehigh, Monroe, Montgomery, Northampton, and Philadelphia counties) and the state of Delaware.

Nominations may be made by the person or persons involved in the activity, or by a third party and must address activities or initiatives that were in place in 2008.

**Application Requirements:** Each nomination shall use an electronic application form (attached), and must provide responses in the following required categories described in more detail on the application.

1. **Description of Action(s)**
2. **Nominee Role**
3. **Benefit**
4. **Multiplier Effect of Action**
5. **Nominee Interest**

OPTIONAL: Nominations may be accompanied by one (1) to three (3) letters of support from someone outside the nominee's organization who is familiar with the success of the nominee's activity. None of these letters can be written by the nominator. They should explain the impact of the nomination, its environmental significance or benefit, and its relevance in meeting a specific need.

To be considered, nominations must include the following elements:

- A completed electronic application form (see attached form) with a summary addressing the five requirements described above.
- OPTIONAL: Up to three letters of support on a company or organization's letterhead from a member of the community familiar with the nominee's activities (excluding the nominator), attached to each Nomination.
- OPTIONAL: One additional piece of supporting material such as a brochure or policy will also be considered.

Email your completed application form to: [awardnominee@DVGBC.org](mailto:awardnominee@DVGBC.org).

All nominations must be received by Monday, September 8, 2008. Nominations received after that date will not be considered.

The Delaware Valley Green Building Council has the right to review and deny any application that is not appropriate or that does not meet the nomination requirements, as well as to reassign nominees placed in an inappropriate category or to create a new category if deemed suitable.

If you have any questions about the nomination process, please email: [awardinfo@dvgbc.org](mailto:awardinfo@dvgbc.org).