



Looking Good Santa Barbara SPIRIT OF SERVICE AWARDS



COMMUNITY NOMINATION INFORMATION

Looking Good Santa Barbara is a City of Santa Barbara program joining residents, city staff and representatives from throughout the community with the mission to reduce waste (reduce, reuse, recycle and compost) and contribute to a clean community through graffiti and litter abatement.

The Spirit of Service Awards Program is an event held annually to honor those in the community furthering the goals of Looking Good Santa Barbara. Nominations are currently being accepted for the 14th Annual Spirit of Service Awards to be held in May.

NOMINATING PROCEDURES & RULES

(It's not that complicated, we promise. Just fill out the form on paper or online)

1. **City Limits:** All nominations must be for programs, projects or volunteer work done within the Santa Barbara city limits. If you need assistance determining city limits, please contact us at **564-5669**.
2. **In the Neighborhood:** Only clean-ups done in neighborhoods or on public right-of-way (e.g. streets, bridges, etc.) are eligible. Clean-ups in parks, beaches and creeks are not eligible.
3. **Complete Form:** The nomination form must be filled out completely and all questions answered thoroughly. Nominations without sufficient information will be disqualified without notice.
4. **Readable Form:** Nomination forms must be legible. Please print, type or submit online.
5. **Can't Win Twice for Same Project:** Prior Spirit of Service award recipients may be nominated for actions or projects that are unrelated to the actions or projects they were selected for in the past.
6. **No Committee Members:** Looking Good Santa Barbara Committee members are ineligible
7. **Scoring:** Applications are scored on three requirements plus a 100 point scale explained in the form.
8. **Self-Nomination and Multiple Nominations:** Individuals or groups may nominate themselves, but must provide a reference(s) that can verify their work. More than one nomination may be made by an individual.
9. **Additional Response Details and Supplemental Materials:** Attachments for continued responses are allowed. Please label attachments with the nominee's name and restate the entire question(s) where applicable.
10. **Completed Form Required Even with Attachment:** Supplemental materials/information (e.g. policies to promote recycling, newspaper articles, pictures, etc.) are allowed, but not in lieu of completely filling out the nomination form. Supplemental materials may be used for event displays. Looking Good Santa Barbara is not responsible for loss of any materials.
11. **Details, Please:** Nominators should provide specific details when describing the nominee and focus on successful efforts, contributions and accomplishments. Statements in the nomination form may be used for written materials.
12. **Deadline:** All nominations must be received **by Monday, March 12, 2018 by 5 p.m.** Complete form online at www.LookingGoodSB.com or mail written forms to:

Looking Good Santa Barbara
City of Santa Barbara – Environmental Services
1221 Anacapa Street – Second Floor
Santa Barbara, CA 93101

For more information, please contact Lorraine Cruz Carpenter at (805) 564-5669 or e-mail to: LCruz_Carpenter@SantaBarbaraCA.gov



Looking Good Santa Barbara
SPIRIT OF SERVICE AWARDS



NOMINATION FORM

To submit this form online, go to www.LookingGoodSB.com

Please Note: Nominations with attachments or supplemental materials cannot be submitted online.

Please fill out sections 1- 4 below.

1 Person / Business / Group You are Nominating:

Name of Person / Business / Group: _____

Contact Name for Business or Group (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Primary Phone: _____ Alternate Phone: _____

2 Your Contact Information:

Your Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail Address: _____

Primary Phone: _____ Alternate Phone: _____

How did you hear about this nomination process? (Please circle)

- | | | | |
|--------------|-----------|-----------------------|---------------------------------|
| Newspaper | Radio | City Web site | City Administrator's Newsletter |
| Utility Bill | Online Ad | City Trash Newsletter | Other: _____ |

3**Nomination Categories:***Please check the appropriate award category.***Waste Reduction Category (Reduce, Reuse, Recycle and Compost)**

An individual, group, business or agency that has made a significant effort to contribute to waste reduction in Santa Barbara.

**Clean Community Category**

An individual, group, business or agency that has made a significant effort to reduce graffiti and/or litter in Santa Barbara. Neighborhood or public right-of-way (streets, bridges, sidewalks, etc.) clean-ups are eligible projects. Clean-ups in parks, beaches and creeks are not eligible.

Note: The Looking Good Santa Barbara selection committee may select up to three award recipients in each category

SCORING CRITERIA

Nominations will be scored on a point system as follows:

<u>Criteria</u>	<u>Available Points</u>
Did action happen within City of Santa Barbara Limits?	Y/N (required)
Nominations for Clean-Ups: Was it in a neighborhood or public right-of-way?	Y/N (required)
Prior Award Recipients: Are actions or projects unrelated to past nomination?	Y/N (required)
Fulfills the mission of Looking Good Santa Barbara	50
Nomination clearly describes actions or activities of the nominee	10
Educated others through actions	10
Inspired others to take action	10
Demonstrated commitment	10
Project or action had a widespread positive effect on the community	10

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Tell Us About the Nominee:

Please provide thorough answers to the following questions:

1. Why does this person, group, business or agency deserve to be nominated for the Spirit of Service Awards? Be sure to include specific examples of the nominee's actions.

2. Please provide any additional information you feel is relevant in consideration of this nominee.