



# 2019 Annual Awards Nomination Form

## Mission Statement

The Arc, Upper Valley promotes and protects the human rights of people with intellectual and developmental disabilities and actively supports their full inclusion and participation in the community throughout their lifetimes.

## Award Categories

Teacher of the Year, Professional of the Year, Employer of the Year, Volunteer of the Year and Excellence in Self-Advocacy.

## Nomination Procedure

Anyone can make a nomination!

There is a fill-in form posted on our web site at [www.thearcuppervalley.org](http://www.thearcuppervalley.org); or you may fill it out by hand.

Submit this completed nomination form along with any relevant supporting material (letters of support, newspaper clippings, other awards or recognition).

If not selected, a candidate is eligible to be renominated. A previous winner, however, cannot be renominated unless additional achievements have been made since receipt of the award.

Incomplete or partial nomination forms will not be considered and will be returned to the nominator.

## Deadline

Nomination forms must be received at The Arc, Upper Valley office by Monday, September 30, 2019.

## Submission

Mail or deliver to: The Arc, Upper Valley, Attn: Awards, 2500 DeMers Ave, Grand Forks ND 58201. Questions? Call 701.772.3148

## Basis for Selection

Each category has specific criteria for eligibility, which can be found on page 2 of this form, but all nominations should demonstrate the values and goals in The Arc, Upper Valley's mission statement.

## Notification

The award recipient will receive notification directly from The Arc, Upper Valley. Those nominating the winner will be copied on the notification letter.

Awards will be presented at The Arc, Upper Valley's Annual Dinner on November 7, 2019.

RECOGNIZE  
INFLUENCE  
RESPECT  
COMMUNITY  
MENTOR  
INCLUDE

# Criteria by Category

## Professional of the Year

Nominee must be employed in a field of direct service to people with intellectual disabilities who is having a positive impact on the social, vocational, psychological, medical, therapeutic or other aspects of community living for individuals with intellectual disabilities.

Eligible occupations include, but are not limited to, social worker, individual service coordinator, direct care worker, psychologist, vocational counselor, therapist or program administrator.

To be considered for this award, a nominee must:

- Strive to help individuals reach their highest degree of independence;
- Provide assistance with sensitivity to the unique qualities and individual potential of the person;
- Demonstrate a high degree of competence in his/her chosen field; and
- Influence others by a positive attitude and performance of duties.

## Employer of the Year

To be eligible, nominee must employ adults with intellectual disabilities in the private sector for a minimum of one year on a full-time or part-time, permanent basis at the same wage rate and benefits as employees without a disability.

In addition to the nomination form, the following information must be submitted in the narrative:

- Type of business;
- Total number of employees;
- Number of employees with an intellectual disability;
- Job titles and description of duties of employees with an intellectual disability;
- Explanation of how the employer actively encourages the employment of people with intellectual disabilities by other businesses;
- Why the employer is deserving of this award.

## Excellence in Self-Advocacy

Nominee must have an intellectual disability and meet the following criteria:

- Must have lived in the community independently or semi-independently in a supported living arrangement or group home;
- Must be involved in the community in some activity including, but not limited to, volunteer work, recreation or a specific project;
- Must have shown growth in self-help skills, work skills and independent living skills; and
- Must demonstrate success in competitive or supported employment.

## Teacher of the Year

Nominee must have been actively engaged in the teaching profession (not limited to special education teachers), demonstrating excellence in teaching students with intellectual disabilities by:

- Positively influencing the attitudes of other education professionals regarding the education of students with intellectual disabilities;
- Significantly involving parents and others from the community in the education process;
- Fostering inclusion of students with disabilities in the education process; and
- Exhibiting practices and beliefs consistent with The Arc, Upper Valley's mission statement.

## Volunteer of the Year

Selection for this award is based on the value of service by the volunteer in meeting the needs of people with intellectual disabilities at the state or local level, consistent with the spirit of The Arc, Upper Valley's mission statement.

Characteristics and contributions such as longevity, fund-raising and activities conducted as part of a job may be considered, but will not be the only basis for selection.

**Nomination Category** (check one)

- Professional of the Year
- Employer of the Year
- Excellence in Self-Advocacy
- Teacher of the Year
- Volunteer of the Year

Nominated By

Agency/Organization (if applicable)

Mailing Address

Name of Nominee

City

Agency/Organization (if applicable)

State

Zip Code

Nominee's Mailing Address

Phone Number

City

E-mail

State

Zip Code

**Narrative (use back page, if needed, and attach any documentation)**

**Narrative continued**

**Signature of Person Submitting Nomination**

**Date**