MEMORANDUM FOR CHAPTER PRESIDENTS AND REGIONAL COUNCIL PRESIDENTS

FROM: Honorable Darlene H. Young
National Board of Directors Chair

SUBJECT: 2020 National Prestige Awards Program

The National Board of Directors of Blacks In Government, Inc. solicits nominations for the 2020 Prestige Awards Program. This is a great opportunity to recognize an outstanding member, chapter, or region for their exceptional work performed in calendar year 2019 (January 1, 2019 thru December 31, 2019). For your use, attached is information on the Prestige Awards Program to include:

1. Descriptions and Categories
2. Criteria
3. Nomination Procedures
4. Nomination Forms
5. Meritorious or Distinguished Service Justification Form
6. Special Achievement Justification Form

Complete nomination and justification forms must contain the required signatures. Your completed nomination packages must be emailed not later than May 18, 2020. Please note, the Awards Committee is only accepting electronic submissions. Facsimile and/or postal submissions are not accepted. Nominations are to be emailed to: Awards20.NBOD@bignet.org

For any questions, please contact Director Johnita Pitts, 2020 Awards Committee Chair, at (443) 655-0202 or via email to Awards20.NBOD@bignet.org.

We look forward to receiving your nominations and best wishes to each of you. Thank you for making a significant difference in your community and in BIG.

Attachments
As listed above

cc: National Board of Directors
National Executive Committee

One of America’s Most Influential Organizations
“Thank You For Thinking BIG”
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BLACKS IN GOVERNMENT
2020 National Prestige Awards Program
Description & Categories

Description

The Blacks In Government (BIG) National Prestige Awards Program is designed to recognize those Members, Chapters, and Regions whose deeds and contributions have been so exemplary or significant in the furtherance of the organizations goals and objectives that they deserve special honor and praise. Similarly, the awards program will recognize individuals and organizations outside of BIG for their outstanding accomplishments.

The National Prestige Awards are given on an annual basis, upon approval of the National Board of Directors. The award is based on deeds and contributions achieved during the previous calendar year (January 1, 2019 through December 31, 2019). Awards will be presented during the Closing Plenary during the National Training Institute.

Award Categories

Meritorious Service Award
This honorary award recognizes a BIG Member for exemplary/outstanding contributions in the furtherance of BIG's goals and objectives.

Distinguished Service Award
This honorary award recognizes a BIG Chapter or Region for exemplary/outstanding contributions in the furtherance of BIG's goals and objectives.

Special Achievement Award
This honorary award recognizes an individual or organization outside of BIG whose efforts and accomplishments have advanced African Americans progress in vital areas such as employment, education, civil rights, community and economic development and/or citizen participation.
BLACKS IN GOVERNMENT
2020 National Prestige Awards Program Criteria

For the Meritorious Service and Distinguished Service Award, the Chapter, Region and Member must be in good financial standing with the National Organization.

**Meritorious Service Award**
Selection for this award is based upon demonstrated achievements by a **Blacks In Government (BIG) Member** in one or more of the following endeavors **during the 2019** calendar year:

A. Outstanding results in membership recruitment and retention activities.
B. Exceptional accomplishments in the development, implementation and promotion of BIG National, Regional, and local Chapter programs.
C. Exemplary participation with tangible results in working with National, Regional and local organizations whose goals are congruent with the mission and goals of BIG.
D. Significant and innovative ideas, which promote the goals and objectives of BIG and African American issues and concerns.

**Distinguished Service Award**
Selection for this award is based upon demonstrated achievements by a **Chapter or Region** in one or more of the following endeavors **during the 2019** calendar year:

A. Outstanding results in membership recruitment and retention activities.
B. Exceptional accomplishments in the development, implementation and promotion of BIG National, Regional and local programs.
C. Exemplary participation with tangible results in working with National, Regional and local organizations whose goals are congruent with the mission and goals of BIG.
D. Significant and innovative ideas, which promote the goals and objectives of BIG and African American issues and concerns.

For the Special Achievement Award the Chapter and Region must be in good financial standing with the National Organization.

**Special Achievement Award**
Selection for this award is based upon demonstrated achievements by an **individual or organization outside of BIG** in one or more of the following endeavors **during the 2019** calendar year:

A. Outstanding accomplishment in the promotion and support of BIG National, Regional and/or Chapter programs.
B. Notable support and participation in activities or organizations that are congruent with the goals and objectives of BIG.
C. Exemplary efforts and accomplishments that advanced African American progress in such areas as employment, education housing and health services, and economic development.

Attachment 2
BLACKS IN GOVERNMENT
2020 National Prestige Awards Program Nomination Procedures

1. Nominations **must** be submitted, signed and dated by the Chapter President or Regional Council President as appropriate, and one Regional Director.

2. Nominations **must** be submitted on the appropriate Prestige Awards Nomination and Justification Forms containing no more than two type written pages.

   Please note, there are two (2) justification forms:
   
   a) Use Justification Form Attachment 5 for the Meritorious Service or Distinguished Service Award; and
   
   b) Use Justification Form Attachment 6 for the Special Achievement Award.

3. Nomination packages **must** be submitted by email, no later than **May 18, 2020**. Late submittals will not be accepted. Please note, we are not accepting faxed or postal nominations at the National Office.

**EMAIL:**  [Awards20.NBOD@bignet.org](mailto:Awards20.NBOD@bignet.org)

**Helpful Tips:**

1. Include a brief biographical sketch of the nominee.

2. Address each criterion for the category.

3. Cite specific examples, including dates, activities and results that illustrate the praiseworthy efforts of the nominee.

Attachment 3
1. Nominating Organization:
   a. Chapter or Region (Incl. Reg. No.):
   b. Complete address (Incl. zip code):
   c. Contact Information:
      Daytime Phone: (_______)
      Evening Phone: (_______)
      E-Mail Address:

2. Award Category (check one only):
   _____ Meritorious Service Award (Member Only)
   _____ Distinguished Service Award (Chapter or Region Only)
   _____ Special Achievement Award (Non-Member/Organization Only)

3. Date(s) of Contribution: ________________________________

4. Award Nominee Information (Complete only one):
   a. Member Name: _______________________________________
   b. Chapter Name: (Incl. Reg. No.) ______________________
   c. Region Number: _____________________________________
   d. Non-Member/Organization Only: _______________________
   e. Complete Address (Incl. zip code):
      ____________________________________________________
   f. E-Mail Address: _____________________________________
   g. Daytime Phone: (_______)
   h. Evening Phone: (_______)

5. Required Signatures:
   a. Chapter/Regional Council President’s
      Signature: __________________________________________ Date signed: ______________
      E-Mail Address: ______________________________________
   b. Regional Director’s
      Signature: __________________________________________ Date signed: ______________
BLACKS IN GOVERNMENT
2020 National Prestige Awards Program

JUSTIFICATION FORM FOR MERITORIOUS OR DISTINGUISHED SERVICE AWARD

Attach justification and brief biographical sketch (not to exceed two, Times New Roman 12-point font size typed pages). In your submission, please respond to each award criteria in paragraphs 1 through 5 below.

Nominating Organization:

Chapter or Region _________________________________

Name of Individual/Organization ____________________________

Award Category (Check One Only):

_____ Meritorious Service Award (Member Only)

_____ Distinguished Service Award (Chapter or Region Only)

1. Member/Chapter/Region must be in good financial standing with the National Organization.

2. Outstanding results in membership recruitment and retention activities.

3. Exceptional accomplishments in the development, implementation and promotion of BIG National, Regional and local programs.

4. Exemplary participation with tangible results in working with National, Regional and local organizations whose goals are congruent with the mission and goals of BIG.

5. Significant and innovative ideas, which promote the goals and objectives of BIG and African American issues and concerns.

Attachment 5
BLACKS IN GOVERNMENT (BIG)
2020 National Prestige Awards Program

JUSTIFICATION FORM FOR SPECIAL ACHIEVEMENT AWARD

Attach justification and brief biographical sketch (not to exceed two, Times New Roman 12-point font size typed pages). In your submission, please respond to each award criteria in paragraphs 1 through 3 below.

Nominating Organization:

Chapter or Region _____________________________________________________________

Name of Individual/Organization ____________________________________________

Award Category

________ Special Achievement Award (Non-Member Only)

1. Outstanding accomplishment in the promotion and support of BIG National, Regional and/or Chapter programs.

2. Notable support and participation in activities or organizations those are congruent with the goals and objectives of BIG.

3. Exemplary efforts and accomplishments that advanced African American progress in such areas as employment, education, housing and health services, and economic development.

Attachment 6