

CITIZEN OF THE YEAR

P O BOX 166

CARTHAGE, NY 13619

CARTHAGE LODGE
NO. 1762
B. P. O. ELKS

CARTHAGE CHAMBER
of
COMMERCE

March 14, 2019

MEMORANDUM

TO: Participating organizations and citizens in the Thirty-Eighth Annual Citizen of the Year Award.

FROM: Thomas L. Brotherton, Secretary, Carthage Lodge No. 1762 and Erin Boshart, President Carthage Chamber of Commerce, Co-Chairpersons.

SUBJECT: Nominations for the Thirty-Eighth Annual Citizen of the Year Award

You and your organization are cordially invited to act as a “nominator” of a candidate to be considered for the Thirty-Seventh Annual Citizen of the Year Award for 2018. You are invited to submit your choice of a candidate no later than March 29, 2019. Attached are the entry forms and supporting evidence sheets, which should be used to submit the name of your candidate. News clippings, photos and other supporting documents may be added to the forms.

The nominating procedure is as follows:

1. All nominations are to be submitted on the “official entry form”. The forms may be augmented with clippings or other evidentiary materials.
2. Nominations must be received no later than March 29, 2019.
3. A review board made up of seven community leaders will judge

entries. Their names will not be made public.

4. The review board will meet April 01, 2019 to make their decision and announce the winner. The award it self, will be formerly made at the Annual Banquet, to be held Wednesday, April 24, 2019 at the Carthage Elks Lodge.

Thank you for participating and acting as a nominator in the Thirty-Eighth Annual Citizen of the Year Award.

THIRTY-Eighth ANNUAL CITIZEN OF THE YEAR AWARD

--- OFFICIAL ENTRY FORM ---

The entry form will be used by all organizations or individuals in making nominations for the 2018 Citizen of the Year Award. The following ground rules will be observed.

1. The nominee may be a man or woman.
2. Emphasis will be placed on community activities or involvement by the nominee during the calendar year 2018. However, significant accomplishments from past years may be included as additional supporting evidence.
3. The award is made on the basis of “citizenship” or “contribution in the civic or social welfare activity”. Entries will be judged on five key areas. It would be useful to both the nominee and the review board to keep in mind. They are:
 - A. Citizenship
 - B. Achievement
 - C. Leadership
 - D. Dedication
 - E. Motivation
4. Nominations made for individuals who are in a “paid capacity” and whose acts or contributions are part of their duties, will not be considered. The same rule applies to those who are not paid, but implied obligation exists to perform such acts or contributions. Rather, the attention should be directed to those who act in a volunteer capacity, with dedication and a motivation to contribute without any thought of any award.
5. There are no posthumous awards.
6. The review board has the right to waive the award in any year where it is felt that a suitable nominee has not been presented. The judgment of the review board is FINAL.

NOMINATION ENTRIES MUST BE FILED WITH THE CITIZEN OF THE YEAR COMMITTEE, P O BOX 166, CARTHAGE, NY 13619-0166, ON OR BEFORE MARCH 29, 2019.

Please print or type:

NAME OF NOMINEE _____ PHONE NO. _____

NAME OF THE NOMINATING ORGANIZATION _____

NAME OF PERSON SUBMITTING ENTRY _____

TELEPHONE NUMBER OF THE ORGANIZATIONS REPRESENTATIVE _____

COMPLETE AND RETURN THIS PAGE WITH THE SUPPORTING EVIDENCE SHEETS

CITIZEN OF THE YEAR AWARD

NOMINATION FORM

SUPPORTING EVIDENCE

NOMINEE'S NAME _____

ADDRESS _____ PHONE _____

CITY _____ STATE _____ ZIP _____

OCCUPATION _____

NAME OF FIRM (IF EMPLOYED) _____

ANSWER ALL PARTS OF THIS FORM. USE THE BACK OF THIS SHEET IF MORE SPACE IS NEEDED.

1. List or explain the contributions made in time and talent in civic or social welfare, above and beyond what would normally be expected of anyone performing in a volunteer capacity.

2. Explain or list the achievements or acts performed by the nominee that have benefited persons in our community.

3. List or explain the leadership and talent qualities of the nominee.

4. Explain why you believe the nominee performs the points mentioned on this nomination form.

5. Please review rule number four on the first page of this official entry form. Is the nominee paid or compensated in any manner for the duties mentioned on this nomination form? YES_____ NO_____