



### **Suggested Criteria for Evaluating MCA Volunteer Award Nominees**

Please consider the following criteria and concepts when evaluating MCA Volunteer Award nominations:

- Outcomes—volunteer directly contributed to meeting a specific agency goal or objective.
- Reliability—the volunteer shows up when scheduled or requested.
- Attitude—the volunteer shows compassion and caring toward agency clients; cooperates with agency staff and other volunteers.
- Initiative—the volunteer independently undertakes assignments or suggests improvements to programs and/or processes.
- Volunteer recruits and/or trains other volunteers.
- Any extraordinary effort or achievement.
- Length of time the volunteer has served the agency.
- Number of hours the volunteer contributes to the agency on a weekly, monthly, or annual basis.

### **Suggested Criteria for Evaluating MCA Participant Award Nominees**

Please consider the following criteria and concepts when evaluating MCA Participant Award nominations:

- Number/type of obstacles that had to be overcome (i.e., unemployment; poverty; lack of education/illiteracy; addiction/substance abuse; domestic abuse; homelessness; single parent; elderly; disability; immigration/cultural issues).
- Number of CAA services accessed.
- Persistence—ability to continually address obstacles as they occurred; showed ability to take the “long view” when facing challenges; was not dissuaded from reaching goals.
- Reliability—kept scheduled appointments; completed tasks in a timely manner.
- Innovative/Resourceful—found ways to work through obstacles.
- Attitude—remained relatively positive considering the challenges faced.



## 2020 MCA VOLUNTEER Award Nomination Form

Name of Nominee(s): \_\_\_\_\_

City/Township of Nominee's Residence: \_\_\_\_\_

Nominated By: \_\_\_\_\_ Agency: \_\_\_\_\_

Executive Director Signature: \_\_\_\_\_

Please complete this form to nominate an agency VOLUNTEER for a 2020 Community Action Award; you may use more than one page to complete your answers. VOLUNTEER nominees may be individuals, couples and families, groups, or organizations, however, in the case of a group award, only one trophy and one \$100 gift card will be given to the selected nominee.\*

Please complete and submit your nomination form by **March 13, 2020**. The awards will be distributed at our Michigan Community Action Day at the Capitol on April 30 at the Michigan State Capitol in downtown Lansing. All nominees who are selected by the awards task force will be called forward to receive their awards and gift cards.

1. Please describe the VOLUNTEER'S contributions (How did this volunteer impact your agency or your customers? Also specific information re volunteer hours, programs, etc.):
  
  
  
  
  
  
  
  
  
  
2. Additional information you would like to share about the VOLUNTEER:

\* In the case of a collective award, as for an organization, MCA can provide certificates for individual members of the organization, but only one trophy and gift card will be awarded.