Your Name

Your Address

Your City & Zip Code

Today’s Date, 2017

Dear URPA Member

In recognition of your outstanding work for the Parks and Recreation profession I would like to nominate you for consideration of the 2018 URPA **Outstanding Executive/Director Award**. Your 250 word or less statement of why the nominee should receive the award.

Nominations require detail and a thorough understanding of each applicant so that the Past President’s Award Selection committee can select a winner for each category. Please help me complete your nomination by providing the information requested below:

1. Provide a brief employment history of the individual being nominated.
2. Have you been awarded any professional honors or recognition? Please list any applicable.
3. Have you published any professional articles or research? Please list any applicable
4. Please share any outstanding accomplishments you may have achieved in the field of Parks and Recreation.
5. Have you held any committee positions or performed legislative work related to Parks & Recreation? If you have, please share any positions or work you’ve done.
6. Provide a brief statement on how the you have supported and positively impacted the efforts of URPA.
7. List any creation of unique events, innovation in the work place or identification of critical needs in recreation or parks.
8. Explain how you have facilitated special funding for recreational facilities or programs.

9. Please **attach a photo of yourself** to include in the awards banquet program.

All awards will be presented during the Annual Utah Recreation and Parks Association Conference at the awards banquet at the Utah Valley Convention Center in Provo Utah, on March 14th 2018. I encourage you to attend our state conference. Your name, photo and nomination will be in the awards banquet program.

Thank you for your input on this nomination and for all the work you do to make your parks and recreation organization stand out above the rest.

Sincerely,

Your name

Your title