



## Recognize the Best of the Best in Your Agency...with a GLGPA Excellence HR Award

As part of the Fall Conference to be held at Chateau Elan Winery and Resort, November 14-17, 2017, the Georgia Local Government Personnel Association (GLGPA) Association is seeking nominations of outstanding individuals or agencies to be recognized as such during the Fall Conference. There are several awards that will be recognized this year. A description of the award and the criteria for nomination are described in the following sections. Any award will be based on merit as judged by the Awards Review Committee in accordance with the criteria described.

In order to nominate an individual or agency, please submit to the Awards Chair the attached applicable form, describing the individual or agency being nominated. Include a description of the reasons the individual or program merits recognition in general accordance with criteria described for each award. Also include any supporting statements of recommendation or supporting documentation. Supporting documentation needs to demonstrate compliance with the criteria described in the specific award category. Individual and agency nominees must be in general compliance with all applicable human resource management. All nominations must have a primary sponsor who is a current member of GLGPA.

Electronic submissions in a WORD or PDF format are preferred. Nominations should be made on the attached form and emailed to Ann Cain at [ann.cain@catoosa.com](mailto:ann.cain@catoosa.com). If you are unable to submit your nomination electronically, please mail the original and 3 copies to:

**Ann Cain**  
**Chair of the Awards Committee - GLGPA**  
800 Lafayette Street  
Ringgold, Georgia 30736

Any questions should also be e-mailed to Ann. Questions do not have to be in a WORD or PDF format.

### **Award Categories:**

#### **Agency Achievement Award**

This award recognizes the overall quality, accomplishments, and contributions of an agency human resource program that exceeds the normal operation of a “good government human resource program.” Awards maybe given in each of the following categories, based on the number of employees covered by your human resource program:

|        | City or Authority | County     |
|--------|-------------------|------------|
| SMALL  | 0 – 100           | 0 – 250    |
| MEDIUM | 101- 500          | 251 – 750  |
| LARGE  | 501 and UP        | 751 and UP |

The awards will be based on program initiatives, accomplishments, and contributions.

Click [here](#) for the Agency Award of Excellence Application.

#### **Professional Achievement Award**

This award recognizes an individual working in a position of HR responsibility. The individual must be a current member of GLGPA and who displays exemplary human resources service. An applicable candidate would be consistently

professional, positive, courteous, friendly, serve as a role model, mentor, lead by example, show initiative, serve above and beyond and consistently work outside normal parameters of job class.

It is preferred that at least two (2) statements of recommendation, not including the primary nominating form, be included from local officials, citizens, or co-workers within the community they serve.

The contributions of the nominee should be described in as much detail as appropriate, with specific examples and instances relating to human resource management included in the nominating document.

Members may nominate themselves or fellow members. This award should be considered for outstanding local leadership and achievement.

**Click [here](#) for the Professional Achievement Award Application.**

### **Distinguished Service Award**

This award recognizes a current or past member of GLGPA who has been an outstanding influence on the credibility, responsiveness, and overall quality of the organization. The nominee should characterize the finest in selfless dedication to promoting and expanding recognition of GLGPA as an organization of the highest quality. The nominee should be personally recognizable by a large portion of the GLGPA membership as having a critical influence on the success of GLGPA. It should be clear in the nominating document that this person's efforts have help to result in GLGPA being recognized as a high quality organization.

It is preferred that at least three (3) statements of recommendation, not including the primary nominating form, be included.

**Click [here](#) for the Distinguished Service Award Application.**

**All nominations and supporting documentation must be received by October 1, 2017 (electronic submissions are preferred) as follows:**

**Ann Cain**

**Chair of the Awards Committee**

[Ann.cain@catoosa.com](mailto:Ann.cain@catoosa.com)

800 Lafayette Street

Ringgold, Georgia 30736