

2012 Corporate Volunteer EXCELLENCE Awards

Presented annually by VOLUNTEER Hampton Roads and in partnership with the Hampton Roads Corporate Volunteer Council and with *Virginia Business* magazine to recognize the vital role workplace volunteer programs play in strengthening our community and the workforce.

**All nominations must be received by
Friday, September 7, 2012.**



About the Awards:

Awards will be given in recognition of outstanding workplace volunteer programs.

Award Categories

Good Corporate Neighbor - Large

Presented to companies with 300 or more employees.

Good Corporate Neighbor - Small

Presented to companies with two to 299 employees.

Velocity Award

Presented to a company that has joined the HRCVC within the past three years and has launched a new program with immediate success.

Other Considerations:

- The Corporate Volunteer Excellence Awards honor a company's overall employee volunteer effort, including community service projects, the program policies and the corporate vision that support these activities. Emphasis is placed on active volunteer service versus philanthropy.
- Company must operate in Hampton Roads and volunteer work must have been performed in the local community.
- Any for-profit business with two or more employees based in Hampton Roads is eligible.
- Military groups, schools and nonprofit 501(c)(3) organizations are not eligible. To receive nomination forms for the Hampton Roads Volunteer Achievement Awards, which recognizes these groups in April, please contact VOLUNTEER Hampton Roads at (757) 624-2400.
- Self-nominations are accepted.
- Incomplete or late nominations will be disqualified.
- Recipients of the 2011 Corporate Volunteer Excellence Awards are not eligible in the same category in 2012.

For more information, call (757) 624-2400 or email corporaterelations@volunteerhr.org.
To submit your nomination, fill out the form on the back and send via email, fax or mail to the address below.



VOLUNTEER Hampton Roads
400 West Olney Road, Suite B
Norfolk, VA 23507
Phone: (757) 624-2400
Fax: (757) 624-3618



2012 Corporate Volunteer Excellence Awards Nomination Form

Please complete all information in each section and attach narrative describing nominee's achievements and qualifications. Nominations are due Friday, September 07, 2012.

I. Nominee		
Business:		
Contact:		
Phone:	Fax:	
Email:	Website:	
Address:		
City:	State:	Zip:
Number of employees based in Hampton Roads:		
Number of volunteers engaged in program in 2011:		
Number of volunteer hours performed in 2011:		

II. Nominator Profile		
Name:		
Organization:		
Phone	Fax:	
Email:	Website:	
Address:		
City:	State:	Zip:
Relationship to nominee:		

III. Award Category
<input type="checkbox"/> Good Corporate Neighbor - Large <input type="checkbox"/> Good Corporate Neighbor - Small <input type="checkbox"/> Velocity Award (Companies that have Joined the HRCVC within the Past Three Years)

Additional attachments such as media clippings, newsletters and letters of recommendation may be attached, but will not be returned. For any questions about the nomination requirements or process, please contact us at (757) 624-2400 or via email at corporaterelations@volunteerhr.org. A list of honorees will be posted on VOLUNTEER Hampton Roads' website (www.volunteerhr.org) on September 28, 2012.



2012 Corporate Volunteer Excellence Awards Good Corporate Neighbor Awards Narrative

IV. Nomination Narrative. Please answer the following question. Limit each answer to 250 words or less.

- What volunteer activities does the nominee engage in? Include the population served, nonprofit partners, length of service and approximate hours served.

- What are the corporate and community goals of the volunteer program?

- How does the nominee select volunteer projects and/or nonprofit partners?

- What methods are used to communicate opportunities to employees, recruit and recognize volunteers?

**2012 Corporate Volunteer Excellence Awards
Good Corporate Neighbor Awards Narrative**

IV. Nomination Narrative: Page 2 of 2

- What obstacles or challenges has the nominee faced?

- Describe any innovative approaches the nominee adopted.

- What are the nominee's achievements? Include outcomes including benefits to the community and non-profit partner, as well as benefits in the workplace.

- What additional information should the judging panel know when evaluating this nomination?

2012 Corporate Volunteer Excellence Awards Velocity Award Narrative

IV. Nomination Narrative: Velocity Award ONLY

- ⇒ **Company must have joined the HRCVC within the last three calendar years**
- ⇒ **Past Recipients are not eligible to reapply for Velocity Award (NOTE: may apply for other categories)**
- ⇒ **Must fill out Nomination Form along with this Narrative Section**

- Year Company joined HRCVC:

- What volunteer activities has the company engaged in thus far? What are the focus areas of the program including populations served/anticipated to be served and the specific community needs?

- What are the nominee's achievements? Include outcomes regarding benefits to the community and non-profit partner, as well as benefits in the workplace. What has the participation been by employees since joining the HRCVC?

- How does the company plan to continue to meet the needs of the community through volunteerism? What are the upcoming projects slated for the next year?

- What additional information should the judging panel know when evaluating this nomination?