

The Florida League of Cities
is pleased to announce the
13th Annual

2021



FLORIDA

MUNICIPAL ACHIEVEMENT AWARDS

THIS PROGRAM RECOGNIZES INNOVATIONS AND
EXCELLENCE IN MUNICIPAL GOVERNMENT.

The Florida Municipal Achievement Awards Program
provides municipalities with the opportunity to receive
deserved recognition for superior and innovative
efforts in three categories:

**CITY
SPIRIT**

**ENVIRONMENTAL
STEWARDSHIP**

**FLORIDA
CITIZENSHIP**



FLORIDA LEAGUE OF CITIES

CATEGORIES

CITY SPIRIT AWARD

This award will be given to a city for a specific, single, citywide effort to successfully address a local need.

FLORIDA CITIZENSHIP AWARD

This award focuses on city projects or programs that build stronger, more participative residents. The programs increase civic awareness, education and knowledge and promote active participation among residents. The programs can be for adults and/or youth.

ENVIRONMENTAL STEWARDSHIP AWARD

This award focuses on city programs that promote conservation, improve and protect environmental conditions and/or provide environmental education and outreach programs within your city.



AWARD CRITERIA

1. Objectives: What were the program's objectives?

2. Implementation & Outcomes: How were the program's objectives accomplished? Were the desired objectives met? If so, what were the outcomes?

3. Measurability: How did you measure the program's success?

4. Innovation: Why do you feel this program was an innovative way to meet your objectives?

5. Adaptability: Can this program be a model for similar cities?

INSTRUCTIONS

- Five copies** of the nomination packet must be submitted. All five copies must be placed in **separate folders**.
- Your nomination packet **must** include the nomination form, 1,200-word narrative, 150-word narrative, letter of recommendation and supporting materials. See next page for details.
- All narratives should be double-spaced on white 8 1/2" x 11" paper. Please include word counts at the end of each narrative. There should be no photos or supplemental materials within the narrative.

- Supportive material, such as newspaper clippings, photographs, etc., is limited to **ten** 8 1/2" x 11" pages but can be front and back. Do not include DVDs, CDs or USB drives.
- Nominations must be postmarked by **Thursday, April 15, 2021**. No faxes or emails will be accepted. Mail the five nomination packets to:
Shwanda Barnette
Florida League of Cities, Inc.
Attn: Municipal Achievement Awards
301 S. Bronough St., Suite 300
Tallahassee, FL 32301

NOMINATION PACKET MATERIALS

1. **Nomination Form:** This form is found on the back page of this brochure.
2. **1,200-word Narrative:** In this narrative, answer all the criteria questions listed on the previous page.
3. **150-word Narrative:** Summarize your nomination in 150 words or less.
4. **Letter of Recommendation:** Include a letter of recommendation from the mayor, council member, commissioner or manager.
5. **Supporting Materials:** Please include any newspaper articles, data, pictures or other items that support your narrative.

RULES

1. Questions for each of the five criteria must be answered within the 1,200-word narrative. Each criterion has a weight of 20%.
2. A municipality may submit one nomination in each of the following categories: City Spirit, Florida Citizenship and Environmental Stewardship. Each nomination must be for a different project.
3. A municipality that has already won is eligible to submit a new project in the same category after five years. (Please visit flcities.com/muniawards for a list of past winners).
4. The Florida Municipal Achievement Awards Program is open to Florida cities, towns and villages that are current members of the Florida League of Cities.
5. Judges reserve the right to not award a winner in every category.

Winners will be announced in June 2021.

Your nomination will not be judged if your nomination does not meet the instruction and rule requirements.



CHECKLIST

Use the checklist below to make sure the **five** nomination packets are complete. Each nomination packet should include:

- Nomination form with start date of the project.
- Letter of recommendation from the mayor, city manager or a council member or commissioner.
- 150-word narrative (with word count).
- 1,200-word narrative answering questions for each award criterion (with word count).
- Supporting materials.

For tips from past judges and additional information, please visit flcities.com/muniawards.

Contact Eryn Russell at erussell@flcities.com or Shwanda Barnette at sbarnette@flcities.com for more information.

2021 Florida Municipal Achievement Awards Program NOMINATION FORM



NOMINATIONS MUST BE POSTMARKED BY THURSDAY, APRIL 15, 2021

Category (Please check one.) See *Award Criteria* for more information. Please print or type.

A city may submit one nomination in each category; however, each nomination must be for a different project and contain its own nomination form. Please include this nomination form with each of the five copies of your nomination.

CITY SPIRIT AWARD

Name of Project _____

Nominated by _____
(Name of City/Town/Village)

Project Start Date _____

FLORIDA CITIZENSHIP AWARD

Name of Project _____

Nominated by _____
(Name of City/Town/Village)

Project Start Date _____

ENVIRONMENTAL STEWARDSHIP AWARD

Name of Project _____

Nominated by _____
(Name of City/Town/Village)

Project Start Date _____

Contact Person

 (Please print or type.)

The contact person below may be listed in any League-developed publication and must be an elected city official or city staff person.

Name _____

Title _____

Government _____

Address _____

Telephone Number _____ Fax _____

Email Address _____

Contact Eryn Russell at erussell@flcities.com or Shwanda Barnette at sbarnette@flcities.com for more information.