



# NONPROFIT OF THE YEAR AWARD

## APPLICATION GUIDELINES

The Daytona Regional Chamber of Commerce is now accepting applications for the 2019 Nonprofit of the Year Award. Completing this application is a wonderful exercise in reviewing the strengths of your organization. The process may help you identify some marketable assets within your organization that you had not previously considered. Participation in this award's program is a positive experience not only for you as the organizational leader, but for your team as well. In addition, valuable marketing exposure through a variety of opportunities is granted to each finalist and the winner.

To participate in this prestigious awards program you must complete the application below and **submit via mail (postmarked) or email (received) by Friday, August 16, 2019.**

### Mail to:

Nonprofit of the Year Award  
Attn: Ken Phelps, Events Director  
Daytona Regional Chamber of Commerce  
126 E. Orange Ave.  
Daytona Beach, FL 32114

### E-mail:

ken@daytonachamber.com

## OBJECTIVE

To recognize and honor nonprofit entities who have demonstrated exemplary best practices and a positive impact on our community.

## CRITERIA

- Any 501(c)3 nonprofit organization serving the Volusia County region
- Applicant must be the Executive Director, President or CEO of the organization
- Organization must be in operation for a minimum of three years
- Organization must be a current member in good standing with the Daytona Regional Chamber of Commerce

## JUDGING PROCESS

- After qualifying all applicants, judges from outside of the region with chamber, non-profit, and/or business expertise will select the finalists and the winner.

## SELECTION RECOGNITION

Finalists shall receive:

- Recognition through Chamber marketing initiatives in advance of the event

Winner shall receive:

- Nonprofit of the Year Award plaque
- Recognition through Chamber marketing initiatives in advance of and following the event
- Two (2) complimentary seats at the Annual Awards Luncheon
- Recognition at the Chamber's Annual Dinner Meeting (2020)
- Two (2) admissions to the 2020 Business Smarts Education and Training Series
- Four (4) ads to be placed in the Chamber E-Brief (once per quarter in 2020)

## TIMELINE (2019)

- Applications must be submitted by Friday, August 16
- Finalists will be announced during the week of Monday, September 30
- Winners will be announced during the week of Monday, October 14
- Annual Awards Luncheon: Friday, November 1 – 11:30am – 1:00 pm

If you have any questions, please contact Ken Phelps, Events Director at 386-523-3675.

# APPLICATION

Include no more than **SIX** pages along with this application, plus **ONE** organization brochure.  
**APPLICANTS MUST FOLLOW STATED INSTRUCTIONS.**

## Organization Information

Organization Name: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Website: \_\_\_\_\_

Executive Director/President/CEO Name: \_\_\_\_\_

Executive Director/President/CEO Title: \_\_\_\_\_

Executive Director/President/CEO Phone: \_\_\_\_\_

Executive Director/President/CEO E-mail: \_\_\_\_\_

## Person completing application

Name & Title: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**To ensure confidentiality, only assigned Chamber Staff along with the selected judges will review and verify the information contained in the application.**

I, \_\_\_\_\_, acknowledge the information provided in this application is true and factual to the best of my knowledge.

Applicant's Signature: \_\_\_\_\_

## INSTRUCTIONS FOR NARRATIVES:

Please respond to the following questions.

- All narrative information must be typed, and presented in 12-pt. font, double-spaced.
- Please use no more than one page per question.
- Please use the questions below as headings for each narrative
- By submission of your application, you authorize use of excerpts for marketing initiatives. (Any financial data provided will **not** be shared without your expressed prior permission to do so.)

### **1. What is the Mission of your organization?**

Describe your organization, including but not limited to its history, its products and/or services offered. Consider including what makes your organization stand out, what about your organization makes you proud, what awards and recognitions you have received and to what you attribute your success.

### **2. What are your administrative expenses as a percentage of your overall budget?**

Describe how your organization manages its finances to maximize the impact for those you serve.

### **3. How does your organization impact the Volusia County region?**

Describe the strategic vision and management philosophy. Give examples.

### **4. What are the organization's most significant accomplishments in the previous calendar year (January 1 – December 31, 2018)?**

Describe the accomplishment(s) and provide some background on how it had an impact on the community and/or your organization.

### **5. How does your organization network with other sectors of the community (i.e. business, churches, etc.)?**

Describe the synergies created to help pursue the mission of the organization. Give examples.

### **6. How does your organization respond to needs within the community (i.e. economic conditions, tragedies, etc.)?**

Describe the circumstances and types of response. Give examples.