

2024 Exemplary Programs in Community Action

Nomination Form

Presented by:



Ohio Association of
Community Action Agencies

—and—

OHIO
UNIVERSITY

Voinovich School of Leadership and Public Service

with support by

Ohio Development Services Agency, Office of Community Assistance



2024 Exemplary Program Awards Guidelines and Submission Instructions

The Ohio Association of Community Action Agencies in partnership with the Ohio University Voinovich School of Leadership and Public Affairs is pleased to continue the Exemplary Program Awards program to recognize promising practices within Ohio's Community Action Network. Designation as an Exemplary Program is awarded to those determined by independent and expert evaluators to be innovative and creative programs and initiatives that show outstanding results and outcomes. OACAA members in good standing are invited to submit a separate nomination for each program they believe to be exemplary.

Anti-poverty initiatives or programs that support or assist in supporting Ohioans (individuals, families, or both) on their path to self-sufficiency may be considered exemplary. Exemplary programs may also include economic development that will benefit the low-income population within a community or programs that prevent people or communities from slipping into poverty.

Examples of exemplary programs or actions include but *are not limited to*:

- Job creation
- Specific job training
- Various work, family and individual supports
- Support for crisis situations or emergency services
- Help for recently incarcerated
- Services for those suffering from addiction, etc.

The award program does not limit the number of nominations eligible to receive the Exemplary Program designation. All nominations scoring the determined threshold may be awarded. Please note that programs receive Exemplary Program Award designations, not agencies. Agencies may publicize the program as receiving the award, though may not, for example, include the program moniker on their agency letterhead.

Awards Program Changes in 2024:

- Though all nominations meeting the exemplary threshold will receive the designation, the highest scoring nomination will receive a \$1,000 monetary award.
- Exemplary Program Award nominations will be open every other year instead of the previous annual opportunity; programs nominated may have been completed in either of the two eligible years listed in the submission required.

Requirements:

- Your agency must be an OACAA member in good standing.
- The program must have been in existence for enough time to document outcomes and results; typically, this is *at least* one year.
- The program must have been carried out during 2022 or 2023



- Programs must fall within the ROMA Individual, Family, or Community Domains.
- Nominations must be signed by the Executive Director and Board Chair.
- Submit multiple programs and initiatives operated at the same member agency in separate applications.

Instructions:

1. Complete one Nomination Form for each program/initiative to be considered.
2. Identify the ROMA Individual, Family, or Community Domain(s) that best describes the program.
3. Respond thoroughly and completely to the submission prompts/questions.
 - a. Though additional documentation may be provided, your answers within the nomination form should be detailed enough to answer the questions.
 - b. Up to 10 pages may be attached to the nomination form but is not required.
4. Submit the signed nomination electronically (PDF) to:
ExemplaryNominations@ohio.edu by the **deadline 5:00 p.m. EST, April 30, 2024**
5. Promptly respond to any questions received from Ohio University seeking additional information or clarification

Applicants will receive feedback on the nomination, including strengths, weaknesses, and areas to improve upon, if any. Awardees will be notified by mid-June and press releases will be sent to awardees' local media outlets notifying them of your award.

Awards will be presented during a ceremony at the 2024 Annual Summer Conference (location and date to be announced). While we would like to present the awards to the full winning team, including staff, volunteers, board members, successful clients, and persons representing collaborating organizations, we ask that no more than three individuals offer remarks.

Submission

Do not send nominations to OACAA. Nomination forms and all supporting documentation must be sent electronically in PDF form to:

Email: ExemplaryNominations@ohio.edu

Nomination forms must be received no later than 5:00 PM **April 30, 2024**.

For additional information regarding the program or submission instructions, please contact:

Ohio Association of Community Action Agencies
140 E. Town Street, Suite 1150, Columbus, Ohio 43215
Office: 614-224-8500, Fax: 614-224-2587
kathryn@oaca.org



Agency: _____

Address: _____

City: _____, Ohio **Zip:** _____

Phone: _____ **Fax:** _____

Email: _____

Executive Director: _____ **Board Chair:** _____

Nomination Contact Person: _____

Phone: _____ **Fax:** _____

Email: _____

Nominated Program and Brief Description:

Program Best Described by ROMA Individual and Family Domains (Check One):

- Employment
- Education and Cognitive Development
- Income and Asset Building
- Housing
- Health and Social/Behavioral Dev.
- Civic Engagement and Community Involvement
- Infrastructure and Asset Building

The agency certifies that the attached information in support of our nomination for an Exemplary Program designation is true and understand that a representative of the Ohio University Voinovich School of Leadership and Public Affairs may contact our agency for further information and clarification.

Executive Director

Date

Board Chair

Date



c) How did you arrive at the solution/program being nominated for an exemplary program? What evidence led you to this as the best solution? How does this solution correlate with your agency's mission?

d) Who participated in the program creation?

5. Program Development and Implementation

a) What vision and specific goals were developed as part of the program planning?



b) Describe how the program works or operates. What are the important processes or steps?

c) What makes this program innovative?

d) What quality control processes do you have in place to ensure/verify the program is operating as intended?



e) What resources, collaborations, staff, technology, etc., were required for the success of this program?

6. Program Strengths. What are the best attributes of this program? What would you change?



7. Program Outcomes. Based on the ROMA category in which this program is nominated:

a) What are the outcomes of this program?

b) Document how the program measurably improves the lives of low-income people. Describe outcomes numerically, if possible. Provide any measures demonstrating efficiency and effectiveness.



8. Future Development for Your Agency.

a) What have you learned from doing this program?

b) What advice or recommendations would you have for others considering the program?