



## Vermont Recreation and Parks Association

### Facility of Merit Award

The Facility of Merit Award will be presented annually to an agency or organization that has renovated or developed a recreation amenity. *The community or agency director must be a current VRPA member.* More than one Facility of Merit Award may be given in any year.

The information to be included with the **Award Nomination Form** is listed below. The nominator may wish to provide additional information on a separate piece of paper. **Your submission will be evaluated on the basis of the information provided; please be thorough.**

#### **Selection Criteria:**

- A significant recreation facility established or rehabilitated within the last two years.
- Projects must have been designed and planned with documented input from the public, with detail provided on all meeting dates and locations.
- Projects must have been planned and developed to address identified need(s); a description of all related needs assessments should be included.
- Projects must have increased the recreational opportunities within a community; detail on types of use should be included.
- Projects must be accessible to all users; specific detail must be provided.
- A significant amount of local commitment to the project must be demonstrated; include detail on public and/or volunteer involvement, fundraising, in-kind services, etc.
- Projects that demonstrate innovation and creativity will receive extra points.

#### **Submission procedures:**

Complete the two attached nomination forms. Please submit nominee forms to:  
Andrew Cappello, Awards Chair, at [acappello@newportrecreation.org](mailto:acappello@newportrecreation.org).

#### **Notification:**

The member submitting this nomination will be notified if their facility has been selected to receive this award approximately two weeks before the VRPA Annual Meeting. *They shall be responsible for making arrangements for someone to be present at the VRPA Annual Meeting on May 8, 2018 in Quechee, VT to receive the award.* Every effort should be made to keep this selection confidential so that it can be announced at the meeting. The member nominating the recipient may also be responsible for assisting the awards committee in gathering any additional information which may be needed for the presentation of the award.

**Deadline for submissions: March 30, 2018**



## Nomination: VRPA Facility of Merit Award (page 1 of 2)

I would like to nominate the following facility for the Facility of Merit Award. I have carefully reviewed the criteria for this award and verify that this facility is eligible. *You may nominate your own facility.*

### Nominee

Facility Name: \_\_\_\_\_

Agency/Organization: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

### Nominator

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

Agency/Organization: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Return Form To:

Andrew Cappello, Awards Chair  
Newport Parks & Recreation Department

[acappello@newportrecreation.org](mailto:acappello@newportrecreation.org)

802 334-6345

**Deadline for submissions: March 30, 2018**



## **Nomination: VRPA Facility of Merit Award (page 2 of 2)**

Please fill out this form with information regarding your facility. This form provides the awards committee with the information it needs to equitably judge all nominations. Use additional sheets to provide the committee a comprehensive and unique insight of your facility.

Name of Facility \_\_\_\_\_

Department/Agency \_\_\_\_\_

Community \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Project overview:

Design and planning:

Priority of need:

Increase in recreation opportunities:

Local commitment to the project:

Innovation and creativity:

**PLEASE FOLLOW THIS FORMAT IN DEVELOPING YOUR NOMINATION.  
YOU ARE NOT LIMITED TO THIS SPACE.**

**Deadline for submissions: March 30, 2018**