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|  | **Association of Excellence & Association Citation Award Nomination Form** |

Revised-2021

Please check a box:

* **Association of Excellence**

(Fill out Entire Form)

* Also consider the following program(s) for the **Citation Award**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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* **Association Citation Award**

(Fill out #1, 2, 3; for questions 4-10, only complete those that pertain to the program that you are nominating for the Citation Award)

*Description of Association of Excellence:* This award is designed to recognize and reward one association for the overall quality of their association and the service that they provide to MSHSL member schools. Associations who would qualify for this award would have programs in most if not all of the following: Training, Recruiting, Mentoring, Retaining, Service to Schools and/or Conferences; Sportsmanship, Community Service or other special programs.

*Description of Citation Award:* This award is designed to recognize and reward associations for a specific program that they have enacted which has had a significant impact on the Association or the schools, student athletes, or communities that they serve. The program could be a new and innovative program, or one that the Association has been involved with for a longer period of time. Programs could involve one or more of the following: Training, Recruiting, Retaining, Mentoring, or other programs which impact the administration of the Association and/or the customers that they serve.

*Criteria for the Award:*To qualify for these awards the Association must currently be a MSHSL Charter/Legacy Official’s Association.

*Application Timeline and Process:*Deadline for applications is **January 5th.** These awards will be awarded on a biennial basis, beginning in 2019. Award recipients will be selected and notified by mid-February. Awards will be presented at the State Boys Basketball Tournament.

This application form and the requested attachments must be submitted to:

Minnesota State High School League

Attn: Officials

2100 Freeway Boulevard

Brooklyn Center, MN 55430

Email - officials@mshsl.org

Fax - (763) 569-0499

The application must be postmarked or submitted electronically to the MSHSL by January 5th.

**ALL REQUIRED INFORMATION MUST BE INCLUDED FOR THE APPLICATION TO BE CONSIDERED**

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| Date of Application |   |

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|   |
| Name of Association Nominated |
|  Name of Contact Person (person submitting this application) |
|   |
|  |
| Street |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|   |  |   |  |   |
| City |  | State |  | Zip Code |

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|   |  |   |
| Phone |  | E-Mail |

1. Number of years this Association has been in existence: \_\_\_\_\_\_\_\_\_
2. Number of MSHSL Registered Officials who are members of this Association: \_\_\_\_\_\_\_\_\_
3. List the sports served by this Association:
4. Describe methods used by this association to train both new and veteran officials. Include when and how often; who provides the training; the curriculum used; how the training is delivered; and the training requirements for your association. Be detailed and specific:
5. Do you have a mentoring program? If so describe. Include who are mentors and training they receive; how they are aligned with mentees; expectations of mentors and mentees; how long it lasts; if the program is required and if so when members have to take and/or complete the program.
6. Describe what the association does to recruit and retain officials. Include details of specific programs to attract new officials and to keep them officiating. Provide documentation of the success of these programs or initiatives.
7. What impact has this association had on the schools, student athletes, coaches and administrators that you serve? What services are provided?
8. What other service has this organization provided at youth, high school and college levels? Actions could include service to youth associations; volunteering to work at youth tournaments; volunteering to work at scrimmages or jamborees; or other community service projects.
9. Has the association developed any programs or initiatives in regard to sportsmanship of players, coaches and fans?
10. Please attach any other information that would support this nomination (not required)

***This application will not be considered unless the entire application is completed. Please note that the MSHSL Awards Selection Committee may request additional information regarding any proposal.***

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|  |  |  |
| Printed Name of Person Submitting the Application |  | Email Address |

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|  |  |  |
| Signature of Person Submitting the Application |  | Date Completed |

APPLICATION MUST BE POSTMARKED OR EMAILED NO LATER THAN:  **January 5th**