



Ohio Nonprofit Excellence Award

The Ohio Nonprofit Excellence Award recognizes creativity, execution, achievement, and overall excellence of a specific project or program completed by an Ohio nonprofit.

New this year - we have moved to electronic submissions awards@oano.org!

Eligibility

Created by OANO, the awards are open to any 501(c)(3) nonprofit organization located in Ohio. There is no fee to apply for the award. Applications are welcome from small, medium and large-sized groups as well as newer or well-established organizations. In reviewing applications, evaluators will consider the management resources such as funding and staff sizes of the applicants.

The Awards

There are six different awards available, two for each region of the state. One for small to mid-size nonprofits (operating budgets \$1 million and under); the other for large nonprofits (operating budgets over \$1 million).

Regions are defined as:

Northern (includes the following counties: Ashland, Ashtabula, Columbiana, Crawford, Cuyahoga, Defiance, Erie, Fulton, Geauga, Hancock, Henry, Huron, Lake, Lorain, Lucas, Mahoning, Medina, Ottawa, Paulding, Portage, Putnam, Richland, Sandusky, Seneca, Stark, Summit, Trumbull, Wayne, Williams, Wood, Wyandot,)

Central (includes the following counties: Allen, Auglaize, Belmont, Carroll, Champaign, Clark, Coshocton, Darke, Delaware, Fairfield, Fayette, Franklin, Guernsey, Hardin, Harrison, Holmes, Jefferson, Knox, Licking, Logan, Madison, Marion, Mercer, Miami, Morrow, Muskingum, Pickaway, Shelby, Tuscarawas, Union, Van Wert)

Southern (includes the following counties: Adams, Athens, Brown, Butler, Clermont, Clinton, Gallia, Greene, Hamilton, Highland, Hocking, Jackson, Lawrence, Meigs, Monroe, Montgomery, Morgan, Noble, Ross, Perry, Pike, Preble, Scioto, Vinton, Warren, Washington)

The Selection Process

The awards will be granted after an extensive, objective, selection process. The award selection committee is an all-volunteer committee selected by the Ohio Association of Nonprofit Organizations (OANO). No member of the OANO staff serves on the selection committee. All information submitted remains confidential. Finalists for each category will be notified in late July/early August. Three finalists from each category will be invited to a luncheon in their honor on **September 7, 2012** where the winners will be announced. Each finalist will receive three complimentary tickets to the luncheon. For the first-time this year, the luncheon will be part of OANO's Annual Conference.

Winners will receive the following: Excellence Crystal Award, OANO Membership; Scholarship to attend OANO's Standards for Excellence Clinic Series; and more! If you are a finalist, you **MUST** be able to send a representative to the luncheon. If you cannot send someone, you will forfeit your place as a finalist.



Ohio Nonprofit Excellence Award Application
(Must be emailed (awards@oano.org) by Noon on Friday, June 1, 2012)

Please read the entire application for directions.
Final application should include: contact form, narrative,
IRS Form 990 and program budget.

Contact Form:

Organization: _____
(list formal name of the organization)

Contact Name: _____
(Contact should be someone who can be available for follow-up questions or comments, not necessarily the executive director.)

Address: _____

City: _____ State: _____

Zip: _____ Phone: _____

Email: _____

Award Category: _____
(i.e. small to mid size budget, northern region or large budget, central region...)

Defining Excellence:

- A specific program or project completed in 2011 that had great impact on an organization's constituents and furthered the organization's mission.
(The nonprofit Excellence Award recognizes a **specific** project/program of an organization, not the organization as a whole, so please be **specific**. Organizations that do not nominate a specific project/program will be disqualified.)
- A program that effectively used board members, staff, and volunteers to achieve success.
- A program that uses a creative and financially sound approach to achieve success.
- A proven formula in which to measure the results/impact of your program or project.

Application Directions:

Keeping in mind the above, please provide one copy of a narrative of no more than 1,500 typed words addressing the following:

- **Overall Program Description** – Describe the program you are nominating for this award.
- **Strategic Objective** – How does the nominated project or program fit into the larger goals/mission of your organization?
- **Outreach Goal** – What did your organization hope to achieve with the project or program? Who was your target audience? Why?
- **Research and Planning** – What market research did you conduct prior to planning the project or program? What types of obstacles did you encounter? How was the project organized and staffed?
- **Production and Implementation** – What was the main message of the project or program? How did the work get done? How did it reach the intended audience?
- **Differentiation** – How is your project or program unique? What creative techniques did you use to make it effective?
- **Results** – Which of the stated goals were achieved and how? What was your measurement for tracking success? What kind of impact did you make?
- **Budget** – What was the budget? What were the sources of funding? What was the total cost? If this is an annual project/program, use financials from 2011.
- Include the most recent copy of your organization's Form 990 (Organizations that omit this document **will be disqualified**. You can include the first page only.)
- **Please address all of the above bullet points in your narrative.** Applications that fail to do so, will receive lower scores.

Submission Tips:

- Any organization that submits more than the narrative, budget, and their Form 990, will be disqualified. Please do not attach videos, photos, etc.... (Photos that are actually inserted into the narrative will be allowed.)
- Provide precise budget data so that judges may evaluate a cost/benefit relationship for the project or program. Submissions with non-responsive information on cost and budget and groups that only address the budget with a spreadsheet will receive lower scores.
- Be specific about your measurable results. How did you determine the return on investment (ROI)? What metrics did you use to judge the success of the project or program? Again, lower scores will result for submissions that do not have specific information.
- Incomplete or late entries will be disqualified.

Additional Information:

- Applications must be emailed to awards@oano.org by Noon on Friday, June 1, 2012.
- Please send all of the required materials as .pdf documents attached to the email.
- You will receive a confirmation email confirming receipt of your application. If you do not receive a confirmation email, please contact our office.
- **Mailed, faxed, or hand-delivered applications will not be accepted.**
- Applicants who do not complete all of the application requirements will be disqualified.
- Finalists will be notified in late July/ early August.
- Finalists will be recognized at a luncheon in their honor on Friday, Sept. 7, 2012.
- Questions? Contact OANO 614-280-0233 / 888-480-6266 / awards@oano.org.