

## **Tribute to Outstanding Women Nomination Form**

**Please note: This application is for all ages. There is not a separate application for Young Women of Tomorrow nominees.**

In 2019, for our 36<sup>th</sup> of year lifting up Outstanding Women in our community, we are introducing some exciting new changes to our event. This year we have decided to announce our honorees during the event. Honorees will be asked to come up to the stage to say a few words, not to exceed two minutes. This gives us the opportunity to recognize all of our outstanding nominees and share the excitement of announcing this year's recipients with our community.

We also recognize that people express themselves in different and creative ways, so we are broadening the forms of nominations to include alternative and creative formats outlined in the Outstanding Women Nomination Components below. Traditional written submissions will also be accepted. If you have a submission idea beyond the options given in this document, reach out to Mackenzie Mindel, YWCA La Crosse Director of Development and Communications at [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org), or 608.781-2783, ext. 226.

This award honors those who identify as female and have demonstrated a commitment to our mission to eliminate racism and empower women. These women can be leaders in their spheres of influence, unsung heroes, or represent a population that is often overlooked. Please be creative and authentic when submitting a nomination. It is all about telling a story of who your nominee is and why they deserve to be recognized. Tell it with commitment, passion, authenticity, and truth.

### **Criteria: Tribute to Outstanding Women honorees are those who:**

- exhibit leadership in their spheres of influence and lift up and empower other women and girls.
- advocate for transformative social change that helps close the leadership gap and create a more equitable and inclusive society.
- demonstrate a commitment to the YWCA mission of eliminating racism and empowering women.
- have garnered respect within the community.
- exhibit qualities of collaboration, integrity, and dedication.
- reinforce policies, practices, attitudes, and/or actions that are intended to produce more equitable outcomes for all.
- give back to the community through their time, talent, and/or resources.
- live, work, attend school or volunteer in the Coulee Region.

### **Nomination Guidelines:**

- The nominee has not already received the award. Contact Mackenzie if you are unsure at 608.781.2783, ext. 226 or mmindel@ywcalax.org.
- I am not an immediate family member of the nominee. The nominee is not my parent, child, sibling, or partner.
- The nominee is not a YWCA staff member, current board member or board committee member, or Outstanding Women committee member.
- The nominee is not seeking elected office this year.
- The nominee lives, works, attends school or volunteers in the Coulee Region.

### **Outstanding Woman Nomination Components:**

#### **Written Submission**

IF you choose to submit a written nomination, please submit the following:

- Nomination Form: Responses to each question have word limits. Please note that the nomination form does not have any identifying information on it to ensure selection decisions are based on their experiences instead of name recognition or other identifiers. Please do not submit without attaching the cover page, which does have identifiers. The cover page is separated from the nomination before it is submitted to the selection committee.
- Include **TWO** letters of support that demonstrate your nominee's alignment with the criteria. Please refrain from using the nominee's name; instead, use "this candidate" or "this person".
- Cover Page: This form will include contact information of the nominator and nominee.
- Do not submit additional materials other than those requested. They will not be considered.

#### **Alternative and Creative Submission Formats**

For our 36th year, we are welcoming creative and innovative nomination formats. Please feel free to submit a video, audio or creative writing piece. Please make sure the piece addresses the questions in the nomination as this is how the nominees will be ranked and chosen. Help us in our efforts to make objective decisions by refraining from using the nominee's name or other identifiers in any video or audio. Please only submit identifying information on the cover page.

**If you choose to submit an alternative and creative submission, please submit the following:**

- Cover Page
- Creative piece: video file, audio file or creative writing - see specific directions below
- Who you are (name and relationship to the nominee)

- Response to each of the questions outlined in the nomination form. In addition to the nominator being represented in the submission, **TWO** other individuals must express their support in the submission OR provide their own letters of support

Reminders: Do not submit additional materials other than those requested. They will not be considered. Refrain from using the nominee's name in the video or audio file; instead, use their gender pronoun.

### **Audio and other Creative Submission Guidelines**

Submit your file (under 30MB) to [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org), along with the cover page. Write "Nomination for Tribute 2019" in the subject line. Audio files over five minutes will not be considered.

### **Video Submission Guidelines**

- The video must be 3-5 minutes in length. Videos over five minutes (no exceptions) will not be considered.
- Video can be of cell-phone quality; production-quality videos will not be a deciding factor in the selection process, as long as the committee can understand the content.
- Videos must be submitted via YouTube, Vimeo or some other video hosting platform so the video link be submitted in the submission email.
- Refrain from using the nominee's name in the video; instead, use their gender pronoun.
- Type "**Nomination for Tribute 2019**" in the subject line.

If you have any questions, please contact Mackenzie Mindel at [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org) or 608.781.2783, ext. 226.

### **How to Upload Your Video & Video Permission**

#### Uploading a video:

Once your video has been recorded on your phone, mobile device or camera, please upload it to YouTube, Vimeo, etc. When your upload is complete, please forward the video link and completed Cover Page to [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org). Please type "**Nomination for Tribute 2019**" in the subject line. If you have issues with any of these steps, please reach out to Mackenzie Mindel at [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org) or 608.781.2783, ext. 226.

#### Video Permission:

By submitting the video for consideration, the nominator understands and agrees that the video may be posted on YWCA La Crosse's website where it will be publicly available. [With the nominator's permission, it is understood that anyone else appearing in the video also allows permission.]

### **Important Dates**

Nominations are due **Friday, September 20, 2019 at 4 p.m.** via email to [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org), or mailed to YWCA La Crosse, % Development Director, 3219 Commerce St., La Crosse, WI 54603. No exceptions to this deadline will be made. Schools or organizations not in session during the summer are welcome to submit nominations earlier.

**If you choose the written submission, include this page with the cover page.**

### **Criteria: Tribute to Outstanding Women honorees are those who:**

- exhibit leadership in their spheres of influence and lift up and empower other women and girls.
- advocate for transformative social change that helps close the leadership gap and create a more equitable and inclusive society.
- demonstrate a commitment to the YWCA mission of eliminating racism and empowering women.
- have garnered respect within the community.
- exhibit qualities of collaboration, integrity, and dedication.
- reinforce policies, practices, attitudes, and/or actions that are intended to produce more equitable outcomes for all.
- give back to the community through their time, talent, and/or resources.
- live, work, attend school or volunteer in the Coulee Region.

### **Please complete the following (maximum word count of 500 per question):**

1. Given the criteria above, share why you think the nominee deserves this award.
  
2. Please give a specific example of a time when the nominee demonstrated her support for the YWCA mission of eliminating racism and empowering women.

## Tribute to Outstanding Women Nominee Cover Page

Thank you for assisting in the nomination of an Outstanding Woman. This form is intended to provide support information that complements, but doesn't duplicate, the nomination information.

This cover page will be removed from the nomination packet before review by the selection committee. This is to ensure that the content of each nominee's recommendations is given priority, rather than the personal identifiers of the nominator and nominee.

### Name of Nominator:

Mailing address:

Email:

Phone:

### Name of Outstanding Woman Nominee:

Mailing address:

Email:

Phone:

### Nominee Demographics:

Please indicate the racial and ethnic group with which the nominee identifies. All personal identifiers are anonymous to the independent selection committee. We ask for this information to ensure that YWCA La Crosse is doing its best to reach a diverse pool of nominees. **(Please mark all that apply.)**

American Indian or Alaska Native

Latina or Hispanic

Thai

Native Hawaiian or Asian Pacific Islander

Hmong

White

Lao

Please note if nominee identifies differently than the options above: \_\_\_\_\_

Black or African American

I do not know.

What underrepresented groups (if any) does this nominee represent? \_\_\_\_\_

What is the age of the nominee? \_\_\_\_\_ Is the nominee aware you are nominating them?  Yes  No

**Nomination Checklist:**

- The nominee has not already received the award. Call or email Mackenzie if you are unsure.
- I am not an immediate family member of the nominee. The nominee is not my parent, child, sibling, or partner.
- The nominee is not a YWCA staff member, current board member or board committee member, or Outstanding Women committee member.
- The nominee is not seeking elected office this year.
- The nominee lives, works, attends school or volunteers in the Coulee Region.
- For written submissions, provide two letters of support that demonstrate your nominee's alignment with the criteria.
- For alternative submissions, EITHER have two individuals express their support in the submission OR provide two letters of support that demonstrate your nominee's alignment with the criteria.
- Refrain from using the nominee's name in alternative or written submissions; instead, use their gender pronoun.
- Submit cover page, nomination, and letters of support by **Friday, September 20, 2019** at 4 p.m. to:
  - Mackenzie Mindel
  - YWCA La Crosse
  - 3219 Commerce St.
  - La Crosse, WI 54603
  - [mmindel@ywcalax.org](mailto:mmindel@ywcalax.org)
- Mark your calendar for YWCA La Crosse's Tribute to Outstanding Women event on Thursday, November 7<sup>th</sup>, 2019 at the La Crosse Center. (Ticket RSVP deadline: Friday, October 25<sup>th</sup>, 2019)

Mackenzie Mindel  
Director of Development and Communications  
YWCA La Crosse  
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La Crosse, WI 54603  
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