

AFP Awards Program

Guidelines for Submitting Nominations

1. Nominations for any award may be submitted by an individual AFP member, an AFP chapter or non-member individual or organization. However, regardless of the nomination's origin, it **MUST** have been approved by a local AFP chapter prior to submission through the signature of the chapter president.
2. The deadline for nominations for AFP's Awards for Philanthropy and AFP's Awards for Service is **Friday, Nov. 30, 2012 at 11:59 p.m. Eastern**. Late entries will not be accepted.
3. All nominations **MUST** be submitted using the forms available on the AFP website and sent via email. Nominators should use the corresponding form for each award category and follow the instructions listed on the form. When the form is complete, please attach your document to an email and send it to afpawards@afpnet.org.
4. All nominations **MUST** address all of the criteria set out for each award. Narratives should contain complete, clear and concise answers to the criteria.
5. Nominations will be judged solely on the responses to the criteria. Supporting documents (letters, newspaper articles, etc.) are not allowed.
6. Incomplete nominations, or nominations that do not address all of the criteria, will not be considered.
7. The Skystone Partners Prize for Research on Fundraising and Philanthropy is managed by the AFP Research Council. Contact the AFP International Headquarters (800-666-3863) for information on those awards.

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AFP Awards Nominations Frequently Asked Questions

- Q. Will an award submission be required for the 2012 Chapter Ten Star?**
- A.** No. The criteria for the 2012 Ten Star Award remain as announced earlier this year. However, the award submission requirement may return for future years.
- Q. What has changed with the awards categories?**
- A.** The Youth in Philanthropy Award is now for ages 10-23 and there are separate categories for youth groups and individuals. Also, consultants are now eligible for the Outstanding Fundraising Professional Award. Please see the award nomination forms for details.
- Q. When are honorees and nominators notified?**
- A.** Honorees and nominators will be notified in January.
- Q. Where will the award recognition take place?**
- A.** Honorees will be recognized at the AFP International Conference in San Diego on Saturday, April 6, 2013. In addition, honorees will be recognized at the opening plenary session at the conference on Sunday, April 7, 2013.
- Q. Are the nomination forms available in Word format?**
- A.** No. The nomination materials are only available in PDF format.
- Q. How do I sign the form?**
- A.** Signatures may be typed directly into the signature field or you may upload your signature via Adobe Acrobat Digital Signature.
- Q. Can I submit a nomination form without the chapter president's signature?**
- A.** No. Nominations must be endorsed by an AFP chapter president to be accepted.
- Q. Can my narrative document run longer than three pages?**
- A.** No. Narrative statements must fit within the three pages provided. The combined pages allow for responses ranging from 1,300 to 1,500 words total.
- Q. Will I receive confirmation that my nomination was received?**
- A.** Yes. A member of the AFP staff will contact you via email to confirm receipt.

AFP Awards for Philanthropy Program

The Association of Fundraising Professionals' (AFP) annual awards program recognizes outstanding achievement by individual, foundation and corporate philanthropists, fundraising volunteers and fundraising professionals.

In philanthropy, such individuals and organizations form a vital partnership with charities and the nonprofit sector to ensure that the needs of all citizens are met. It is right and proper, therefore, that AFP honors those who hold high ethical standards and best exemplify commitment and dedication toward helping society.

These international awards are given in recognition to those individuals and organizations whose lifetime or long-term achievements have made a significant impact upon society.

Nominations for any award may be submitted by an individual AFP member, an AFP chapter or an outside individual or organization. **However, all nominations must be approved by an AFP chapter prior to submission through the signature of the chapter president.**

Nominations **MUST** be submitted using the forms on the AFP website and they must be received by **Friday, Nov. 30, 2012 at 11:59 p.m. Eastern.** The enclosed forms must be completed for all nominations.



Selection Process

Honorees will be selected by a panel of judges comprised of members of the AFP Awards Committee, as well as AFP chapter leaders. Because of the number of applications submitted, it is not possible to provide nominators with written evaluations of their entries. If, in the judgment of the committee, no applications in a particular category meet the criteria, no award will be given in that category. All categories will be awarded having met the association's selection criteria and historical high standards of achievement.

Honorees will be announced in January.

Presentation of Honors

The individuals and organizations selected will receive their honors at the 2013 AFP International Conference on Fundraising in San Diego. Honorees must be present to receive the awards.

Individuals and organizations that have previously been recognized with an AFP honor cannot be re-nominated in the same category for which they were already honored. Such nominations will not be reviewed. Past honorees can be nominated in a different category if they meet the necessary criteria.

Nominating Deceased Individuals

Individuals must have been alive on Nov. 30, 2012, to be eligible for nomination for the 2013 AFP Awards for Philanthropy program.

For more information, contact the AFP Public Affairs Department. In the U.S. and Canada, 800-666-3863, ext. 461; in Mexico, 001-866-837-1948 or afpawards@afpnet.org.