

# ★ STARS OF THE SPACE COAST ★

AWARDS HONORING STELLAR WORK IN NONPROFITS

## GUIDELINES FOR NOMINATIONS

### Timeline

- ★ All nominations are due by midnight Monday, Aug. 14.
- ★ Up to three finalists for each award will be announced on Friday, Aug. 18.
- ★ Award winners will be announced on Friday, Sept. 15, during an event at Eastern Florida State College Planetarium.

### General requirements

- 1) All nominees must be in the arena of health and human services and based in Brevard County. (National nonprofits based in Brevard are eligible if activities are focused here.)
- 2) Winners from previous years are not eligible for nomination in the same category. (Finalists who did not win may be nominated again; winners may be nominated in a different category.)
- 3) All nominations must include:
  - ★ Completed award application form.
  - ★ Description of efforts that match the criteria of the award sought in no more than 1,000 words. (See additional information on award form.)
  - ★ A minimum of two but no more than five letters of support for the nomination.
- 3) Nominations may:
  - ★ Be self-made by the individual(s) or organization.
  - ★ Be made in more than one category, but a separate form, description of efforts and support letters must be submitted for each nomination.
- 4) Documents related to IRS charitable designation — such as 501©(3) and Form 990 — may be requested and reviewed.

### Award descriptions

- 1) **Supernova Award:** The explosion of a star when its “luminosity increases by as much as 20 magnitudes,” recognizes a nonprofit for magnifying impact.
- 2) **Lodestar Award:** Meaning “a star that shows the way,” recognizes the board of a nonprofit for exceptional leadership.
- 3) **Superstar Award:** Recognizes an employee who had significant impact on the nonprofit employer and the people it serves. (A “people’s choice” award, the **Community Star Award**, will be presented to a nominee not chosen as a finalist for Supernova or Lodestar. Nominations will NOT be accepted specifically for this award.)

### Judging

Award finalists will be selected by panels of judges who are residents of Brevard County. Judges will be excluded from participating in the selection for awards in which they have a current or former relationship with a nonprofit or individual nominee. (This does not include a solely financial contribution to an organization.)

### Submissions

Nomination forms and all supporting documents should be submitted via email to Sandy Criss, 2-1-1 Brevard administrative assistant, at [scriss@211brevard.org](mailto:scriss@211brevard.org).

Nominators will receive a reply email confirming receipt. If confirmation is not received or to submit a nomination by an alternate method, call 321-631-9290, ext. 201.

### Questions

All questions about the nomination process and awards should be directed to Belinda Stewart, 2-1-1 Brevard communications manager, at [bstewart@211brevard.org](mailto:bstewart@211brevard.org) or 321-631-9290, ext. 224.

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