



## 2024 ACA COMMUNITY SERVICE AWARD

Established in the winter of 1996, the Community Service Award is designed to recognize an ACA chapter or affiliate that has made significant contributions in community service. This award provides the chapter or affiliate the unique opportunity to publicly demonstrate how corrections professionals are giving back to their communities.

**ACA chapters and affiliates should nominate projects that meet the following criteria:**

- The chapter or affiliate has developed a community service project that involves their membership as volunteers and may include others in this effort, or a significant number of members are involved in an already established project.
- Projects must target a community that is in need of assistance, enhancement or support, or must target a population in need of substantial assistance.
- Work should be accomplished through the direct involvement of the ACA chapter or affiliate.
- The involvement of the ACA chapter or affiliate must be on a purely voluntary basis.

**When determining which project to nominate, ACA chapters and affiliates should consider the following:**

- The degree or extent of need of the target population or target activity that is being addressed.
- The impact of the project in terms of improving the community or the population being served.
- The degree that project managers make innovative efforts.
- The level of public education resulting from the project.
- Only one nomination per chapter/affiliate.

**Entries should include the following:**

1. Nomination form.
2. A summary addressing the award criteria, not to exceed three pages, single-spaced.
3. One set of relevant supporting documentation.
4. Eligibility screening sheet (next page).

Please limit your nomination package to those four items. Please keep your package concise and organized in this manner to make for an easier review by committee members.

**Nominations must be received at ACA headquarters by June 1, 2023. The award will be presented at the 2024 Winter Conference.**

**Note: In order for you and/or the Awards Committee to determine whether or not your program is eligible, you must complete the attached "Eligibility Screening Sheet" and include it with your packet.**

I, \_\_\_\_\_ on behalf of \_\_\_\_\_

(association, address, email address)

would like to nominate the following project for the Community Service Award

Project Name: \_\_\_\_\_ Project Manager: \_\_\_\_\_

Description of volunteer service project and its scope (including the number of staff volunteers, number of people served, quantification of volunteer service activities, etc.): \_\_\_\_\_

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

Brief discussion of each of the items listed above that the chapter or affiliate considered when nominating this project:

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

Please attach additional pages as needed, and return this form to ACA, Attn: Awards Committee, 206 N. Washington St., Suite 200, Alexandria, VA 22314.

