

{ ARWA 27th ANNUAL AWARDS PROGRAM }

For over twenty-five years, the Alabama Rural Water Association has offered an opportunity for outstanding employees and individual achievers to be recognized through their Annual Awards Program. The March, 2018, Awards Program is no exception.

There are many employees, board members, office employees and others who have dedicated their careers to the water and wastewater industry. They have demonstrated exemplary performance in their positions. In many cases, their hard work and dedication has contributed significantly to the success of the water or wastewater utility.

Why not take a moment to say thank you! There's no better way to reward a deserving individual than to nominate he/she for outstanding performance.

During the Association's 27th Annual Awards Luncheon at least five individuals could be recognized. It could be you, your co-workers, a board member,

or other individuals you know. The ceremony will be held in the Mobile Convention Center Wednesday, March 21, 2018 at 11:30 a.m.

A Nominating Committee has been established to encourage nomination submissions. Stop for a moment and take the time to complete the Nomination Application. Submit the Application and questionnaire providing supportive information stating why this individual should be nominated. The deadline is February 16, 2018. Letters of recommendation in support of your nominee may also be submitted but are not required. Judges will meet in February to select the winners. The winners will be announced in March during the Awards Ceremony.

Two Awards will be given to worthy utilities who demonstrate "Vision" for growth, improvement and expansion of their system operation by applying and being approved for a USDA, SRF or CDBG project. The Water Utility



Vision Award will be presented to a water utility with this demonstrated "Vision" during 2017 and also a Wastewater Utility Vision Award to a Wastewater System demonstrating the same efforts. No Nomination Applications are necessary for these awards, however, if you applied, and were approved for project Loan/Grant funding during the past year and want to insure your utility is considered, please feel free to call, email or fax your project type and funding source to the ARWA at arwa@alruralwater.com or 334.396.7090 Fax.

If you have questions, call the ARWA or visit the ARWA website at www.alruralwater.com.

WATER AND WASTEWATER UTILITY PERSONNEL

GENERAL MANAGER OF THE YEAR

Recognizes an individual who demonstrates outstanding leadership and exemplary performance in the overall management of the utility's operation.

WATER OPERATOR OF THE YEAR

Recognizes a State of Alabama Certified Water Treatment Operator with outstanding leadership abilities and accomplishments in water utility operations

WASTEWATER OPERATOR OF THE YEAR

Recognizes a State of Alabama Certified Wastewater Treatment Operator with outstanding leadership abilities and accomplishments in wastewater utility operations

OFFICE WORKER OF THE YEAR

Recognizes an administrative employee for outstanding performance in office management and procedures

BOARD MEMBER/DIRECTOR OF THE YEAR

Recognizes an individual who serves as a board member; responsible for governing decisions resulting in significant contributions toward the success, growth and customer satisfaction of the utility

JOHN A. GARRETT OUTSTANDING SERVICE AWARD

Recognizes an individual who has made significant contributions throughout the State in support of water and wastewater needs during his/her career. This Award offers an opportunity to nominate a professional individual such as an Alabama Department of Environmental Management staff member, USDA Rural Development staff member, Alabama Department of Economic and Community Affairs staff member, Alabama Congressional Member, State of Alabama Legislator, Engineer, etc., who has been instrumental to the success of utility growth and progress in Alabama.

NOMINATION APPLICATION

The Nomination Process is simple! Nominations can be submitted by water and wastewater utility employees, management personnel, mayors, council members, board members or other interested individuals. If you know a dedicated individual working hard to improve and successfully maintain the public water or wastewater operation, don't hesitate to nominate this person. If you know of a candidate who has made STATEWIDE contributions to the water industry, nominate this person for the John A Garrett Outstanding Service Award. Their efforts are worthy of recognition. Complete the application below for one or all categories and return to the ARWA. The deadline is February 16, 2018. Return with the completed application and questionnaire which will provide pertinent information about the nominee. The questionnaire may also be completed through the ARWA website. We also encourage letters of recommendation in support of the nominee stating why this individual is worthy of recognition but are not required.

Nominee _____ Position _____

Employed By _____

Address _____ City _____ St _____ Zip _____

Telephone _____ Fax _____ Email _____

Name of Individual Submitting Nomination

Telephone

PLEASE CHECK CATEGORY(S) FOR WHICH YOUR NOMINATION IS BEING MADE:

General Manager of the Year Water Operator of the Year Wastewater Operator of the Year Office Worker of the Year
 Board Member/Director of the Year John A. Garrett Outstanding Service Award

NOMINATION PACKAGE SHOULD INCLUDE THE FOLLOWING:

- A completed questionnaire to provide information about the nominee. Can be completed online through the ARWA website.
- Letters of recommendation in support of the nominee stating why this individual is worthy of recognition are encouraged but not required. Recommendation Letters may be submitted by the Utility Engineer, Mayor, Councilmember, County Commissioner, CPA, Attorney or any other person familiar with the work ethic of the nominee but, again, are not required.



TELL US ABOUT YOUR NOMINEE! NOMINEE QUESTIONNAIRE

Please answer with full explanations the following questions about the nominee. This information will be used by the selection committee in determining a winner for each category. Please add additional pages for your comments if needed.

1. Tell us about the Nominee:

Job Title _____

Number Years Employed _____

Service as Board Member _____

If Certified, Water Operator Grade Level: I II III IV

If Certified, Wastewater Operator Grade Level: IC I II III IV

Previous Years Employment: _____

Utility or Company _____

Job Title _____

Other Work History Experience _____

2. Tell us how the Nominee became involved in the water and/or wastewater industry. _____

3. Does the Nominee possess any other educational certifications or license? yes or no. If yes, please list: _____

4. During the past year, has the Nominee attended training classes to enhance his/her professional development? yes or no. If yes, list examples of training classes attended. _____

5. If the Nominee is being nominated for Board Member/Director of the Year Award, has he/she attended and participated in ARWA Board Member Training or other educational opportunities for decisionmakers? _____

6. What responsibilities does this Nominee accept in his/her current position with the utility/company? _____

7. Does the Nominee display good public relations and provide good customer service? yes or no. Please provide an example of notable customer service: _____

8. Please state why you feel this individual is worthy of recognition: _____

9. To your knowledge has the nominee been recognized in the past for outstanding achievement or accomplishments? yes or no. If yes, by whom and for what? _____

10. Please provide community, civic or volunteer activities if any: _____

11. Has this Nominee taken the initiative to seek and successfully secure operational and management improvements for the utility? _____

12. If applying for the John A. Garrett Outstanding Service Awards, what contributions have been made statewide by the applicant to benefit and support water initiatives? _____

13. Please add any additional comments for consideration: _____

PLEASE FORWARD YOUR INFORMATION TO:

Alabama Rural Water Association Awards Program | 2576 Bell Road • Montgomery, AL 36117 | (334) 396-5511 | (334) 396-7090 Fax