

# **The Center for Nonprofit Advancement's *Board Leadership Award***

**Sponsored by Reznick Group**



The Center for Nonprofit Advancement's Board Leadership Award recognizes and spotlights outstanding leadership from Boards of Directors of Washington area nonprofit organizations. The award recognizes the role that Boards play in building and sustaining successful organizations—assuring that they are well led, well-supported, and responsive to the people and communities they serve. Standards of practice in governance are increasingly embraced by organizations of all sizes and at all stages of development. The Board Leadership Award is an effort to

acknowledge boards that have exerted their leadership in an exemplary way. Boards will need to have demonstrated not only a steady track record of good governance and excellent support, but a significant improvement and notable achievements for their organization.

The Board Leadership Award is administered by the Center for Nonprofit Advancement and sponsored in part by Reznick Group and BoardSource. The award is based on the work of the entire Board of Washington area nonprofits. Two organizations' Board of Directors will be selected as the 2011 Board Leadership Award winners, one for an organization with an annual budget under \$2 million and one for an organization with an annual budget over \$2 million. The organizations winning the award will each receive a \$10,000 cash grant; communication exposure through print, radio, television and social media as well as training and development opportunities for the Board and CEO.

## **Eligibility Criteria**

Boards of Directors of a nonprofit organization based in the Washington metropolitan area are eligible. The organization must be based in the geographic area defined as the District of Columbia, Suburban Maryland (Montgomery and Prince George's counties) and Northern Virginia (Arlington, Fairfax, Loudoun, and Prince William counties, and the cities of Alexandria, Falls Church, Fairfax, Manassas and Manassas Park). The competition is open to any Board of Directors of Washington area nonprofit organizations.

Two-thirds of the Board members must have served on the Board a minimum of one year as of the due date of the nomination. All examples and explanations used in the nomination must have occurred during the Executive Director or Board members' tenure, and must not exceed five years. Internal nominations must be made in cooperation with the current Executive Director. External nominations must be made in cooperation with the Board Chair and the Executive Director.

Any organization meeting these requirements may be nominated. The fee to participate is \$50.00 for Center Members; \$100.00 for all other organizations.

## **The Award**

Two organizations will be selected as the Board Leadership Award winners. The award will be based on the work of the entire Board. Each winner will receive a \$10,000 cash grant for their nonprofit organization. Two organizations will be selected as honorable mention recipients. Winning and honorable mention recipients will receive communication exposure through print, radio, television and social media as well as training and development opportunities for the board and CEO.

## **What Does an Outstanding Board Look Like?**

An outstanding board will demonstrate that, by challenging itself, it has made a meaningful difference in the life of the organization. An outstanding board will have moved beyond recommended best practices to bring new levels of engagement and focus within the board that deliver results for the organization. The recipients of the Board Leadership Award will demonstrate to other boards and organizations in the Washington region the value of approaching governance with the goal of making the most of the board's contribution to organizational effectiveness and growth.

There is a presumption that boards nominated for the award can demonstrate adherence to fundamental board practices including support for the mission, respect for staff leaders, sound recruitment practices, a common commitment to diversity in perspectives and representation, participating actively in board affairs, prudent oversight of financial and program matters, personal generosity, and thoughtful and well informed decision making. Boards will be expected to confirm that fundamental practices are in place as part of the review process.

## **Nomination & Selection Process**

A committee of distinguished members of the business, philanthropic and nonprofit community will review nominations and identify candidates to advance in the selection process.

The nomination and selection process includes three stages:

- 1. Nomination:** All eligible Board Leadership Award candidates must be nominated. Nominations can be made by the Executive Director/President/CEO in cooperation with the Board Chair and other board members, or by external stakeholders, such as funders, donors and recipients of the organization's services. Nominations without the acknowledgement of the organization's Board Chair and Executive Director will not be accepted.

Only one nomination per organization will be considered. **Nominations are due by midnight on Friday, May 20, 2011.**

**Nominations** must be submitted by e-mail in Microsoft Word by 11:59 p.m. on Friday, May 20, 2011 to: [taylorp@nonprofitadvancement.org](mailto:taylorp@nonprofitadvancement.org).

- 2. Interview:** The Selection Committee will determine the nominees selected for interviews. At that point any additional information required by the committee will be requested. The Executive Director and knowledgeable Board members, including the Board Chair and the chair of the committee responsible for the achievement described in the application will participate in an interview that explores the basis of the nomination and the philosophy, action, experiences and impact of the board.

- 3. Site Visit:** The Selection Committee will determine the nominees to be selected for site visits. The Selection Committee may request additional information to be presented during this site visit. The Executive Director and knowledgeable Board members, including the Board Chair must be present.
- 4. Selection:** Up to two Boards of Directors will be awarded the Board Leadership Award. Up to two (2) honorable mention recipients will be selected. The decision of the Selection Committee is final.

### **Award Announcement and Awardees Responsibilities**

The Board Leadership Award will be announced through the Center for Nonprofit Advancement's communications and local news outlets. Board Leadership Award winners' representatives will be expected to attend workshops and/or other meetings and make themselves available for interviews and written publications through which their outstanding board leadership ideas and practices will be shared with others in the community.

### **CHECKLIST**

To nominate someone for the Board Leadership Award, please submit:

- Completed Fact Sheet (Page #4)
- Completed Questions (Page #5)
- Nomination Fee (\$50 for Center members; \$100 all others)

### **Timeline**

<b>April 4, 2011</b>	Competition Opens – Nominations Requested
<b>May 20, 2011</b>	Nominations Due
<b>June 30, 2011</b>	Notify Selected Candidates for Interview
<b>July 13, 2011</b>	Interviews for candidates under \$2 million
<b>July 20, 2011</b>	Interviews for candidates over \$2 million
<b>July 21, 2011</b>	Notify Selected Candidates for Site Visit
<b>August 1-19, 2011</b>	Site Visits
<b>September 15, 2011</b>	Winners Announcement



**BOARD LEADERSHIP AWARD**  
*a program of the Center for Nonprofit Advancement*  
sponsored by Reznick Group

**Nomination Form**

**Fact Sheet**

**1. Organization's Name**

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**2. Organization's Address**

\_\_\_\_\_

**3. Organization's Mission Statement:**

\_\_\_\_\_

**4. Board Member's Contact's Name**

\_\_\_\_\_

**5. Board Member(s)' contact information (address, e-mail, and phone)**

\_\_\_\_\_

**6. Is the Board Contact the:**

\_\_\_\_\_ Board Chair

\_\_\_\_\_ Board Member

**7. Please provide a list with contact information of all board members (name, affiliation, phone number, e-mail address, and length of board tenure)**

**8. Organization's Executive Director/President/CEO:**

\_\_\_\_\_

**9. Executive Director contact information (address, e-mail, phone)**

\_\_\_\_\_

**10. Organization's website**

\_\_\_\_\_

**11. \_\_\_\_\_ Check here to confirm that 2/3 of the Board members have served on the board a minimum of one year.**

**12. How often does the Board meet?**

\_\_\_\_\_

**13. Organization Budget Size**

\$ \_\_\_\_\_

## Questions

**Please answer the following five questions.** The responses to these questions will be considered in the selection process. The "Questions" section of the application should not exceed ten, double-spaced pages. Please use a 12-point font (Times New Roman or similar) and one-inch margins on all sides. Pages should be numbered. Please follow the format listed, restating the question on the application before answering it.

- A. Why do you think the organization's board of directors is deserving of the Board Leadership Award?
- B. Describe the Board's adherence to fundamental board practices including support for the mission, respect for staff leaders, sound recruitment practices, a common commitment to diversity in perspectives and representation, participating actively in board and organization's affairs, prudent oversight of financial and program matters, personal generosity, thoughtful and well informed decision making, and effective structures and board operations.
- C. Document how the Board has added value and made a difference in the implementation of the mission of the organization.
- D. Describe three innovative practices and/or strategies that the Board employs in its governance of the organization. These may include recruitment, oversight succession planning, fundraising etc.
- E. Share one specific "teachable moment" that best expresses the board's effectiveness and value to highlight specific actions, activities, practices, or philosophies that other nonprofit boards can emulate.

The application's fact sheet and question responses must be submitted by **May 20, 2011** (see Nomination and Selection Process - page 2 for details).

Nominations must be submitted in Microsoft Word by **May 20, 2011** at 11:59 p.m. Send the completed application to: [taylorp@nonprofitadvancement.org](mailto:taylorp@nonprofitadvancement.org).

**Questions?** Questions about any aspect of Board Leadership Award should be directed to: Taylor Pochevailo, Center for Nonprofit Advancement, 1666 K Street, NW, Suite 440, Washington, DC 20006; Telephone: 202.457.0540

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