



2014 BEST PRACTICE AWARDS

Nomination Form Overview

The online form requires certain fields to be completed before advancing to the next screen. There are five screens. Screen shots below help illustrate the flow of the nomination process. Each field contains specific instructions that are highlighted when the mouse pointer is over the question.

The screenshot shows the opening screen of the nomination form. At the top left is the WUFO logo. The title is "2014 Sustainable Florida Best Practice". Below the title is a warning: "Please read all instructions carefully before beginning. You cannot save the form and come back to it. All information must be submitted at one time. For an overview of the information needed use this link - Instructions ." There is a progress indicator showing "0% Nominee". A "Nominee" section contains a text box for "Who or what is being nominated for an award" and a "Total" of "\$125.00". Below this is a table with "Individual" and "\$125.00". The "Who is the Nominee?" section has a text box. The "Is the nominee a/an" section has radio buttons for "Individual" (selected), "Company", "Partnership", "Initiative", "One-time project", and "Policy". The "Nominee Salutation Title" section has a text box. The "Name" section has "First" and "Last" text boxes. The "Professional Title" section has a text box. The "Organization" section has a text box. The "Address" section has "Street Address", "Address Line 2", "City", "State / Province / Region" (dropdown), "Postal / Zip Code", and "Country" (dropdown) fields.	<p>The opening screen provides basic information about the Nominee. Who or what is being nominated? In what category? And, who is the contact person?</p> <p>A nominee may be nominated in more than one category – for example – Government and Partnership.</p> <p>There is no additional fee for nominating in more than one category.</p> <p>You may nominate only in categories in which you are eligible. For the purposes of this award, a non-profit organization cannot also be small or large business.</p>
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www.SustainableFlorida.org

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Policy

Nominee Salutation Title

Total \$125.00
 Individual \$125.00

Name *

 First Last

Professional Title

Organization *

Address *
 Street Address

 Address Line 2

 City State / Province / Region

 Postal / Zip Code Country

Mailing address (if different)
 Street Address

 Address Line 2

 City State / Province / Region

 Postal / Zip Code Country

Phone Number *
 - -
 ### ### ####

Email *

Website *

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Be sure to provide relevant contact information that will enable us to promote the nominee on the website, Facebook and Twitter.

WUFOO

2014 Sustainable Florida Best Practice
 Please read all instructions carefully before beginning. You cannot save the form and come back to it. All information must be submitted at one time. For an overview of the information needed use this link - [instructions](#).

20% Nominator

Nominator
 Who is completing this nomination form

Total \$125.00
 Individual \$125.00

Nominator's Salutation

Name *

 First Last

Nominator professional title

Nominator Organization *

Address *
 Street Address

 Address Line 2

 City State / Province / Region

 Postal / Zip Code Country

Phone Number *
 - -
 ### ### ####

Email *

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The second screen is all about who is submitting the nomination. Sustainable Florida may need to contact you for questions.

It is common to self-nominate. There are no penalties for self-nominating. Frequently, you will know more about your initiative than anyone else.

WUFO

2014 Sustainable Florida Best Practice

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40% Nomination Description

Award Categories and Descriptions

Select the Award Categories *

- Small Business Award
- Large Business Award
- Government Award
- Non-Profit Award
- Green Building Award
- Partnership Award
- Leadership Award

Classify Nominee *

- For Profit Business
- Non-Profit Business
- Educational Institution
- Citizen/Community Group
- Local Government
- Individual(s)

Description of Initiative
A description of the section goes here.

Summary *

Overview *

Total \$125.00
Individual \$125.00

The third screen focuses on the big picture. For what award is nominee applying? Describe the type of organization.

The Summary and Description are designed for the lay reader to understand what is being nominated and why.

Keep it simple for the summary – just a couple sentences - your elevator speech.

For the overview, hit the high notes. Don't provide a lot of detail. Just enough to excite the reader.

After reading this page, your parents should be able to tell someone else what the project or initiative or person is about. If you can pass the parent test, you have done a great job.

WUFO

2014 Sustainable Florida Best Practice

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60% Nomination Details

Nominee Detail

The following criteria will be used to select the winner in each category. Please provide information and examples of how the nominee best demonstrates excellence for each criterion.

Economic Prosperity *

Environmental Stewardship *

Social Capital *

Replication *

Total \$125.00
Individual \$125.00

The fourth (and nearly final) page of the nomination form is where the details are shared. Judges have a background in sustainability and understand the three pillars.

Therefore, demonstrate how the nominee is making a difference economically, environmentally and socially. It is also important to include metrics where possible.

Also, it is important that you explain how the effort can be replicated.

As a Best Practice Award, Sustainable Florida hopes that promoting nominees, finalists and winners will create synergy in various disciplines to adopt more sustainable practices.

Regulatory vs. Voluntary *

Innovation/Leadership *

Total \$125.00
Individual \$125.00

Supportive Materials
Additional materials will be accepted, but are not required. Supportive materials include: letters, award citations, press articles, newsletters, pictures, etc. - You may attach up to 5 supportive materials with a 1MB limit each.

Attach a File
 No file chosen

Attach a File
 No file chosen

Attach a File
 No file chosen

Attach a File
 No file chosen

Awards supported by the Governor and Cabinet should not go to organizations that are subject to any pending litigation with the State of Florida or under investigation with a state agency. Also, it is recommended that award recipients not have a criminal background. By clicking the submit button on this form, you are certifying that there is no reason (as listed above) - to the best of your knowledge - that the individual or organization being nominated should not be recognized by the Governor and Cabinet for their work.

The closing questions target a couple areas that the judges may not be aware.

Compliance – is this nominee merely complying with regulations in their industry? Or is this a voluntary project? Or a combination? Going above and beyond industry standards and regulations is to be commended.

Leadership – how and why is this special? This is where you toot your horn a little.

You may upload a few attachments that help illustrate or highlight your nominee. Each attachment is limited to 1 MB in size.

Click ‘Submit’ after typing your name at the bottom of the screen and entering the entry fee.

You will be redirected to a secure PayPal webpage.

Council for Sustainable Florida, Inc.

Your order summary	
Descriptions	Amount
As the nominee also ... Individual	\$125.00
Item price: \$125.00	
Quantity: 1	
Item total	\$125.00
Total	\$125.00 USD

Choose a way to pay

Pay with my PayPal account 

Log in to your account to complete the purchase

Email

PayPal password

This is a private computer. [What's this?](#)

[Log in](#)

[Forgot email or password?](#)

Pay with a debit or credit card, or Bill Me Later

(Optional) Join PayPal for faster future checkout

[Site Feedback](#)

PayPal. The safer, easier way to pay. For more information, read our [User Agreement](#) and [Privacy Policy](#).

The entry fee is \$125 for each nominee.

If there is a verifiable need for a waiver, one can be requested. You can email (SustainableFlorida@gmail.com) or call (850.212.2684).

You do not need a Pay Pal account to pay by credit card. You can click the option on the lower right – “Pay with a Debit or Credit Card”.

You can request an invoice or pay by purchase order if you need. Just contact us.