

## NARD Conservation Award Nomination Process

***Award Categories:*** Nominations must be submitted by a Natural Resources District (NRD). Local NRD conservation award recipients or other NRD nominations are eligible. Any individual, organization, or agency is encouraged to submit a nomination to the local NRD. **Each NRD may submit only one nomination for each category.** Categories include:

- Outstanding Community Conservation
- Outstanding Grassland Conservation
- Outstanding Soil Conservation
- Outstanding Water Conservation
- Educator of the Year
- Tree Planter of the Year
- Director of the Year

***The NRD Hall of Fame nomination and election process follows a different election process that allows both the NARD Board and NRD Managers to vote.***

***Deadline:*** Nominations must be submitted to NARD by **May 1:**

NARD

8100 S. 15<sup>th</sup> St., Suite B

Lincoln, NE 68512

**Email:** nard@nrdnet.org

***Nomination Form Limit:*** Nominations ***must not exceed two pages*** in a 12-point font, including any supplemental information (newspaper articles, photographs, etc). If the nomination is selected, additional photos may be requested. ***If more than two pages are submitted, only the first two pages will be forwarded for consideration by the board. No Cover Pages Please!***

***Nominations forwarded to the Board:*** All nominations meeting the criteria will be mailed, or emailed, to NARD directors at least one week prior to the June board meeting.

***Ballot:*** The NARD will provide a final ballot at the June meeting for each category. The elections will be held at the end of the board meeting. Open discussion will be allowed on candidates. After discussion, and voting, ballots will be collected and counted. Mail-in and proxy ballots are not allowed.

***Tabulation of Votes:*** Following ballot submittal, the Board will stand at ease to allow for completion of ballots. The NARD Past President and NARD Executive Director shall serve as the Election Committee to tally the votes. In the case of an Election Committee members absence, or potential conflict, the NARD President shall appoint another board member to serve on the Election Committee.

Nominations receiving a majority vote of those voting at the meeting will be declared as the awardee. In the event of a tie, or if there is not a majority vote described above, the top two nominations from that category will move forward to a second ballot. The process will continue until one nomination receives a majority vote of those voting at the meeting.

***Award Presentation:*** The award recipient will be recognized at the annual NARD Fall Conference. The NARD President or his/her designee will present the award.