



The International Public Management Association for Human Resources is seeking nominations for the:

2012 IPMA-HR AGENCY AWARD FOR EXCELLENCE

I. General Introductions:

The Association established this award to recognize the overall quality, accomplishments, and contributions of an agency human resource program that exceeds the normal operation of a "good government human resource program." Awards may be given in each of the following categories, based on the number of employees covered by your human resource program:

- 1) Small Agency – Under 1,999 employees
- 2) Medium Agency – 2,000 to 9,999 employees
- 3) Large Agency – 10,000 and over

The Awards will be based on program initiatives, accomplishments, and contributions within the three-year time period immediately preceding the nomination. Agencies nominated must be and have been an IPMA-HR Agency member with a minimum of 3 years consecutive membership.

All nominations will be considered as final entries and are limited to 5 pages. The Awards Committee will not consider supporting documentation. Nominations must be made on this form and sent with the original copy to:

Mail: IPMA-HR Awards Committee
 1617 Duke Street, Alexandria, VA 22314
E-mail: dtankersely@ipma-hr.org
Fax: (703) 684-0948

All nominations must be received by **June 1, 2012**. The Agency Awards will be presented during the Association's International Training Conference in Nashville, Tennessee September 8-12, 2012.

The following agency is nominated for the 2012 IPMA-HR Agency Award for Excellence

Agency _____

Membership Number _____

Contact Name _____

Title _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Email _____

Number of employees covered by the human resource program _____

Person Submitting this Nomination:

Name _____

Title _____

Employed by _____

Address _____

City _____

State _____ Zip _____

Phone _____ Fax _____

Email _____

II. Program Characteristics:

Describe the environment in which the human resource program operates. Address specifically: size (i.e., number of employees served), types of employees (i.e., clerical, administrative, professional); union relations; budget and human resource constrictions; and relationship to Chief Executive Officer. Is the program for an operating or central human resource agency? *(Please attach description)*

III. Human Resource:

In each of the major functional areas, describe your nominee's specific initiatives, accomplishments and contributions. Specifically identify those accomplishments you consider to be innovative. If the nomination is for a central human resource agency, describe how the accomplishments have benefited the agencies served. If the nomination is for an operating agency, describe how the accomplishments have benefited the management and employees of the agency. *(Please attach description)*

Please direct all questions regarding this award and/or nomination form to:

IPMA-HR Awards Committee
1617 Duke Street, Alexandria, VA 22314
Phone: (703) 549-7100
Fax: (703) 684-0948
E-mail: dtankersely@ipma-hr.org