



## CPRS District 1 Community Service Award



### A. CRITERIA

Recipient made an outstanding contribution to a CPRS District 1 agency and community either by volunteering or making a donation that assisted in “*Creating Community Through People, Parks and Programs*”.

### B. PROCEDURE

1. Fill out the nomination form and attach a one-page (or less) narrative describing what contribution the nominee has made and the benefit to your community or organization because of this individual, company or group.
2. Submit 1-5 digital photos to be used in the slide show presentation. *Please note that photos will not be returned.*
3. Each award recipient will receive a plaque. Please submit a check for \$55 made out to “*CPRS District I*” for the plaque fee.
4. \*Please remember that agency’s that make a nomination, are asked to have at least one representative at the Awards and Installation Banquet to escort your nominee up for their award as well as take pictures with your nominee. We recommend that you bring many representatives to make this a truly special event for your nominee! These photos will be presented to the nominating agency, as well as posted on our website for viewing. (*Awards and Installation Banquet will be held on Saturday, February 27 at the Margaret Todd Senior Center in Novato. Hosted social begins at 6pm with awards program and dinner to follow.*)
5. **Mail nomination form, narrative, photos and check by January 30, 2010 to:**  
Ronele Schaefer  
City of Novato PRCS  
75 Rowland Way, #200  
Novato, CA 94945

Please contact Ronele Schaefer, CPRS District 1 Vice President at (415) 899-8263, or [rschaefer@ci.novato.ca.us](mailto:rschaefer@ci.novato.ca.us) if you have any questions.

Name of Nominee, Business or Group: \_\_\_\_\_  
(Please double check spelling!)

Nominating Agency/Organization: \_\_\_\_\_

Agency Sponsor/Representative\*: \_\_\_\_\_

Sponsor’s Phone: \_\_\_\_\_ Email: \_\_\_\_\_