



## **Diamond Awards Guidelines**

*The Mississippi Apartment Association (MAA) Diamond Awards were created to honor the outstanding companies and individuals in the apartment industry in Mississippi.*

### **Award Nominations**

If you know of an individual, company or team that is deserving of recognition, let us know by nominating them!

### **Eligibility**

- ◆ Nominee must be a Mississippi Apartment Association member in good standing.
- ◆ Nominee must have been in their respective position for at least six months at time of nomination.
- ◆ The performance period for awards is August 1, 2018 - August 1, 2019.
- ◆ Winners from the 2017 & 2018 Diamond Awards are not eligible for nomination.

### **Nomination Application Process**

- ◆ To nominate, visit <https://submit.link/qlb1u> and create an entry. All nomination forms must be submitted electronically.
- ◆ Applications will be accepted from October 1 –11, 2019.
  - \*Nominations can be submitted by a co-worker, peer or supervisor.
- ◆ Select the category (s) from which you would like to submit a nomination.
- ◆ Enter your name, the name of the nominee, and a short description as to why the nominee is deserving.
- ◆ Only 1 nomination per person will be accepted.

### **Nominee Entry Form Process:**

- ◆ Nominees will be informed ,by email, of the award the nomination, along with the link to submit your entry by October 30, 2019.
- ◆ Nomination entry form must be filled out completely by the nominee.
  - \* Hint– ask for help from your peers and/or supervisor .

## **Nominee Entry Form Process (Continued):**

- ◆ Late or incomplete entries will not be accepted.
- ◆ Nominees should answer all the questions completely and with as much detail as possible .
- ◆ Please fill out the form noting any activity for the period of 08/01/2018-08/1/2019
- ◆ There must be a minimum 3 nominations for each award to be considered for the program. If we do not receive the minimum nominations for an award category, MAA may choose to combine similar awards or remove the award from the program.
- ◆ It is the nominee's responsibility to contact the MAA office and update new contact information to ensure they receive communication regarding the awards.
- ◆ Each nominee is asked to submit a minimum of one photo to be displayed during the award presentation .
  - \* Professional pictures. Please no selfies.

## **Judging**

- ◆ All nominations will be judged by an unbiased panel. MAA recruits apartment industry professionals from across the country to judge the submissions.
- ◆ The winners will be selected based on a point system. Judging criteria is listed for each award category.
- ◆ Judging results will be kept confidential. Winners will be announced at :
  - The Capital Diamond Awards- Friday, January 17, 2020
  - The Pine Belt Diamond Awards –Thursday, January 30, 2020.

## **Dates To Remember:**

Performance Period for Awards: August 1, 2018 - August 1, 2019

Nominations Accepted: October 1-11, 2019 at 5:00 P.M.

Nominees Notified By Email : October 12-14, 2019 by 5:00 P.M.

Nominees Entry Form Submissions: October 15-30, 2019 at 5:00 P.M.

**NO LATE SUBMISSIONS WILL BE ACCEPTED!**

Judging Period for Awards: November 8 –November 22, 2019.

Gala Tickets Go On Sale: November 7, 2019

If you encounter problems with submitting your form or have any questions, please contact the MAA office at 601-992-9933 or [Meghan@msaptassoc.org](mailto:Meghan@msaptassoc.org).

**2017 Diamond Award Winners**

**Assistant Manager**

Stephanie Johnson- Crosswinds

**Leasing Consultant of The Year**

Faith Randall-Cypress Pointe

**Property Manager of The Year**

James Burwell- Belhaven Residential

**Regional Manager of The Year**

Courtney Stark- Heritage Properties

**Service Professional of The Year**

Michael Lewis- Fondren Hill

**Maintenance Supervisor of The Year**

Marlon Laird- Pear Orchard

**Property of The Year 151 Units or More**

Breckenridge Park

**Philanthropy Award**

Southwind Apartments

**President's Award**

Christy Jones & Delila House

**Individual Service Provider of The Year**

Timmy Keith- Southern Floor Covering

**Individual Supplier of The Year**

Grady Green- Chadwell Supply

**Service Company Provider of The Year**

Artisent Floors

## **2018 Diamond Award Winners**

### **Leasing Consultant of The Year**

Loren Brooks- Pear Orchard

### **Assistant Manager of The Year**

Tameka Palmer- Lakeshore Landing

### **Property Manager of The Year**

Courtney Wilkerson- Pear Orchard

### **Regional Manager of The Year**

Randi King- Landmark

### **Service Professional of The Year**

Trey Toins- Estes-Manning Management Group

### **Maintenance Supervisor of The Year**

Ryan Hendrix- The Highlands

### **Property of The Year 150 Units or Under**

Turtle Crossing- Belhaven Residential

### **Property of The Year 151 Units or More**

Cypress Pointe- Landmark

### **Community Service Volunteer of The Year**

Barbara Cox- Berwood

### **Individual Service Provider of The Year**

Jeff Hammond- Artisent Floors

### **Service Company Provider of The Year**

Corporate Housing Experts

### **Supplier Company Provider of The Year**

HD Supply

### **President's Award**

James Burwell- Belhaven Residential

**Winners from the 2017 & 2018 Diamond Awards are not eligible for nomination.**

# **Award Categories**

## **Property Awards**

### **Assistant Manager of The Year**

*Judging criteria is based on industry knowledge, professionalism, collection management , resident retention, administrative skills, professional achievements, industry-related designations & certifications and Association involvement.*

### **Behind the Scenes**

Individuals who do not work on-site at an apartment community

*Example: IT, Human Resources, Accounting, Administrative, etc.*

*Judging criteria is based on work ethic, time management, attitude, dependability, people skills, professionalism, quality of work and service above & beyond*

### **Leasing Consultant of The Year**

*Judging criteria includes sales skills, closing ratio, resident retention, outreach marketing, follow up skills, professionalism, phone skills, professional achievements, industry-related designations & certifications and Association involvement.*

### **Maintenance Supervisor of The Year**

On-site Person

*Judging criteria includes property responsibilities, maintenance skills, knowledge of trade, budget compliance/cost-savings programs, safety/liability, administrative/personnel, organization skills, professional achievements, industry-related designations & certifications and Association involvement.*

### **Property of The Year**

Awards will be given for 200 units or less and 201 units or more.

*Judging criteria includes asset management, resident retention, closing ratio, delinquency, customer service, professionalism, amenities, model, resident activities and involvement in surrounding community, industry-related designations & certifications and Association involvement. Photos or videos are required .*

### **Property Manager of The Year**

*Judging criteria includes financial, marketing, leadership, management skills, industry knowledge, resident retention, administrative/personnel, professional achievement, industry-related designations & certifications and Association involvement.*

### **Regional Support Person of The Year**

Individuals who are responsible for multiple properties *Example: Corporate Staff, Regional Manager, Regional Property Manager, Regional Maintenance Technician or Coordinator, Regional Trainer)*

*Judging criteria is based on work ethic, time management, attitude, dependability, people skills, professionalism, quality of work and service above & beyond .*

# **Award Categories**

## **Property Awards Continued**

### **Service Professional of The Year**

Groundskeeper, Housekeeper, Make Ready Tech, Maintenance tech or make ready staff

*Judging criteria is based on multi-task oriented, efficiency, time management, attitude, work ethic, resident relations, dependability , professionalism and Association involvement*

## **Service Awards**

### **Philanthropy Award Recognition**

*Recognition will be given to the companies that have sustained giving through individual or combined efforts, made a significant contribution to their community or service to others within company.*

### **President's Award**

*The recipient is chosen by the MAA Board of Directors and is given to someone who has shown outstanding service and dedication to the Association this past year .*

## **Team Awards**

### **Management Company of The Year**

*Judging criteria includes company culture, employee professional development, business practices, fiscal management, customer service, integrity, involvement in surrounding community and Association involvement.*

### **Outstanding Property Management Team of The Year ( onsite)**

Awarded to the onsite management team that exemplifies success through team work.

*Judging criteria includes customer service, team performance results, marketing and leasing concepts, overcoming obstacles and Association involvement.*

## **Vendor Awards**

**Nominate a vendor or company that goes above and beyond!**

### **Supplier Company of The Year**

Example: Billing, flooring, lawncare, maintenance supplies, marketing, etc.

*Judging criteria includes professionalism, integrity, exemplary customer service, dependability, company culture, quality of product or service, community service , client rapport and Association involvement .*

### **Supplier Individual of The Year**

Example: Account Representative, Business Manager, Sales Representative, etc.

*Judging criteria includes professionalism, integrity, exemplary customer service, dependability, professional achievements, industry knowledge, product or service knowledge, client rapport and Association involvement.*