



## 2019 Circle of Excellence Awards

### Community Renovation of the Year

#### Nomination Kit 7.1

**\*\*Preparation checklist: Use this form for reference prior to submitting your online nomination. The following items are required to properly submit a valid online nomination.**

**\*\* Please note a nominee will receive zero points for not submitting criteria.**

#### NOMINATOR INFORMATION

Please include name, contact number and email address of person submitting the nomination.

Pass or Fail

#### NOMINEE INFORMATION

**\*\*Back up documentation on final presentation is strongly encouraged but not required for nomination submission.**

- |  |   |
|--|---|
| <input type="checkbox"/> Community Name  | <input type="checkbox"/> Management Company Name        |
| <input type="checkbox"/> Phone Number    | <input type="checkbox"/> Regional/District Manager Name |
| <input type="checkbox"/> Email Address   | <input type="checkbox"/> Regional/District Phone Number |
| <input type="checkbox"/> Model Unit Type | <input type="checkbox"/> Year Community Built           |

1-40 POINTS

#### NARRATIVE

Provide a thorough narrative of the community's attributes that justifies their consideration for this award. This narrative can be written by a corporate or community representative. A narrative can include items such as: how were the budgeted renovation funds allocated to the community, how did the staff maintain positive customer relations with residents during renovations and why is this community the best renovated community?

*This narrative should be a minimum of one paragraph long or it may be pages long.*

1-25 POINTS

#### RESIDENT SUPPORT LETTER

**\*\*Additional letters from residents are encouraged but not required for nomination submission.**

- Letter of support from a resident who lived on-site during the renovation.

1-35 POINTS

#### PHOTOGRAPHY

Submit before and after pictures of the renovation which best represents the community and supports the narrative.