



**2026 Circle of Excellence Awards**  
**Community Renovation of the Year**  
**Nomination Kit 3**

*\*\*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.*

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**1. Nominator Information (REQUIRED)**

- a. Name
- b. Phone Number
- c. Email

**2. Community Information (REQUIRED)**

- a. Community Name
- b. Management Company Name
- c. Phone Number
- d. Email
- e. Community/Property Manager Name
- f. Community/Property Manager Phone Number
- g. Photo of Front of Building
- h. Renovation Date

**3. Supplementary Questions (90 POINTS)**

- a. Describe the renovation that took place.
- b. How were the budgeted renovation funds allocated to the community?
- c. How did the staff maintain positive customer relations with residents during renovations?
- d. Why is this community the best renovated community?
- e. Submit before and after photos of the renovation which best represents the community.
- f. Is there anything else you would like to say about the nominee that makes them qualified for this award?

**4. Resident Support Document (10 POINTS)**

- a. Nominees are required to submit at least one (1) resident support document (review, letter, thank you card, etc.). Nominees may submit up to three (3) resident support documents.

**5. Additional Attachments (OPTIONAL)**

- a. Nominees may submit additional documents (photos, videos, presentations, etc.) to further make their claim for this award.