

# South Dakota Association of REALTORS®

## “Good Neighbor Award” Program Selection Guidelines

The South Dakota Association of Realtors® will present one Good Neighbor Award at the Realtor® Convention of the Dakotas. A cash contribution of \$500 will be made to the charity of the winner’s choice.

**PURPOSE:** To encourage individual activity that will identify and recognize REALTORS® as compassionate, involved, sympathetic community members.

The SDAR Good Neighbor Award is to recognize South Dakota’s Realtors® for their efforts in community and charitable service in helping to make their communities a better place for all citizens.

Please complete and submit this entry form no later than May 1, 2016.

### **Eligibility Criteria**

1. Nominee must be members of SDAR in good standing
2. Nominees should have contributed to a program that improves the livability of a local community. Those activities aren’t limited to real estate or housing issues, and may include such things as crime prevention, youth mentoring, and homelessness prevention.
3. Nominees should have made a significant contribution of personal time, but contributions of money, materials, or other resources will be considered by the judges as well.
4. Nominees will be judged on level of personal contribution, impact of personal contribution, broadness of impact, and the project’s suitability as a role model for other REALTORS®.
5. The award is intended to recognize individual contributions, not association or company-wide efforts. However, if an individual within your company can be singled out as instrumental to the success of a group effort, he or she is eligible. If the achievements of two people (such as a married couple or co-founders of an organization) absolutely cannot be separated, they can enter as a pair and their entry will be considered as one.
6. Some portion of the nominee’s community work must have taken place between January 2015 and April 2016, but judges will also consider ongoing efforts outside that time frame that demonstrate a depth of commitment.
7. Nominees should be able to document the results of their involvement through published reports and/or testimonials from the organization they served or the people they helped.
8. Nominations must be accompanied by a completed entry form to be considered. Winner or winners will be announced at the annual meeting and awards luncheon during the Convention of the Dakotas.

### **Selection Procedure:**

During the first year, the selection committee will be comprised of the members of the SDAR Executive Committee (7) and the Chair and Vice Chair of the Membership Services Committee (2) for a total of 9 Members. They will make the selection from a list of nominees submitted.

In subsequent years, the composition of the committee will begin to change with the award recipient shall join the committee and the members of the SDAR Executive Committee will be phased out of serving on the committee beginning with the position of Immediate Past President followed the next year by replacement of both of the National Directors then by Secretary/Treasurer, Vice President, President Elect and finally the President. Once the selection committee has the most recent 5 recipients serving on this committee the longest standing recipient of the award shall be the chair. The selection committee’s final composition will be the past 5 recipients of the award in addition to the Chair and Vice Chair of the Membership Services committee for total of (7) members. The most current recipient shall present the next award.

The SDAR Board of Directors must approve the award criteria and guidelines.

South Dakota Association of REALTORS®  
Presents the  
REALTOR® GOOD NEIGHBOR  
AWARD ENTRY FORM

**For most South Dakotans being a Good Neighbor comes naturally. However, there are REALTORS® among us, who are dedicated volunteers who improve their communities by having the courage to reach out to people in need. Nominate them for this Award which will be presented at the State Convention during the Annual General Membership meeting.**

**Nominee**

Name: \_\_\_\_\_

Real Estate Designations (ABR, CRS, GRI, etc.) \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web site: \_\_\_\_\_

Birth date: \_\_\_\_\_ NRDS ID# \_\_\_\_\_

Local REALTOR® Board: \_\_\_\_\_

Phone: \_\_\_\_\_

Designated broker: \_\_\_\_\_ Phone: \_\_\_\_\_

If you are completing this application and you are **not** the nominee, please also provide your:

Name: \_\_\_\_\_

Title & company/charity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

How you know the nominee: \_\_\_\_\_

**Community Program(s) Served**

*(This organization will receive the grant money if you are selected as a Good Neighbor Award winner. If there is more than one organization, please attach an additional sheet.)*

Organization name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Web site: \_\_\_\_\_

Is the organization a 501(c)(3)?  Yes  No

What does the organization do? *(Briefly describe the organization’s mission and the people it serves.):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What does the nominee do? *(Briefly describe the nature of the nominee’s volunteer work e.g. fund raiser, leader, event planner, etc.):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How long has the nominee been volunteering with this organization? \_\_\_\_\_

Who may we contact at the organization to verify the nominee’s involvement?

Name: \_\_\_\_\_

Company/charity/title: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Personal Contribution

*(Nominees should have made a significant contribution of personal time, but contributions of money, materials, or other resources will be considered by the judges.)*

**Important Note:** This information is **required**. Although you may not keep exact records of your contribution, we must have your best estimate in order to evaluate the entry.

\_\_\_\_\_ Unpaid hours the nominee personally contributed to this organization from January 2015 to present (approx. **16 months**)

\_\_\_\_\_ Volunteer hours the nominee personally recruited from others to work for this organization from January 2015 to present (approx. **16 months**)

\_\_\_\_\_ Dollars, materials or resources other than time the nominee personally contributed to this organization from January 2015 to present (approx. **16 months**)

\_\_\_\_\_ Dollars the nominee personally raised for this organization from January 2015 to present (approx. **16 months**)

\_\_\_\_\_ Approximate number of people served by the nominee's volunteer work.

Is the nominee compensated for any portion of the community service work described in this application? *(If yes, please explain.)*  Yes  No

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Does the nominee perform the community service as part of his or her duties as an employee or corporate officer of a real estate company? *(If yes, please explain.)*  Yes  No

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### **\*\*\*ESSAY Explanation of Contribution\*\*\*** *(Required)*

In no more than 500 words, describe how the nominee's **individual** efforts have made the community a better place to live. *(Please submit on a separate page.)*

**Verification of Involvement** *(Required)*

Please attach copies of published reports or letters that attest to the nominee’s individual contribution and achievements (examples include newspaper articles, testimonial letters, thank-you letters from people who have been helped, photos, etc.). Please highlight the nominee’s name in documents where it is not immediately evident. *(List the attachments here.):*

- 1. \_\_\_\_\_ 2. \_\_\_\_\_
- 3. \_\_\_\_\_ 4. \_\_\_\_\_
- 5. \_\_\_\_\_ 6. \_\_\_\_\_
- 7. \_\_\_\_\_ 8. \_\_\_\_\_

I certify that to the best of my knowledge, all the information provided is true and accurate.

Signature: \_\_\_\_\_

Printed name: \_\_\_\_\_

I am  I am NOT the nominee.

**Contact Information**

Who should we notify about the Good Neighbor Awards results (in May 2016):

Name: \_\_\_\_\_

Company/charity: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Mail the completed entry form and attachments to:**

Good Neighbor Awards  
South Dakota Association of REALTORS®  
204 N Euclid  
Pierre, SD 57501

**Deadline: May 1, 2016**