

EXCELLENCE IN COUNTY ADMINISTRATION AWARD

SPONSORED BY THE

ASSOCIATION OF COUNTY ADMINISTRATORS OF ALABAMA

ELIGIBLE PROGRAMS

An eligible program is one that is outstanding in quality or is innovative in its approach and that is initiated by the county administrative staff for the direct benefit of the citizens of the county or to allow the county commission to better deliver services or programs to the citizens of the county.

SUBMISSION OF ENTRIES

Excellence applications are limited to one per county. The entry should include a cover and an overview of the program, including the involvement of staff in its development and implementation, which details each of the following:

- A. Development of the Program Objective(s)
- B. Implementation of the Program
- C. Achievement of Objective(s)
- D. Benefit to the Citizens or to the County Commission

The entry form below should be filled out and used as a cover sheet. The overview shall be limited to two typed pages. Supporting materials, such as press clippings, photographs or printed materials, may be submitted with the entry, but are not necessary. If such materials are submitted, they should be mounted on presentation board or presented in a notebook labeled for identification.

DEADLINE FOR ENTRIES

All entries must be received at the office of the Association of County Commissions of Alabama by 4:30 p.m. on Friday, April 3, 2015.

JUDGING OF ENTRIES

The entries will be judged by the ACAA Awards Committee with emphasis placed on the project's measurable results or improvements.

"Awards for Excellence" will be presented to those programs judged the most outstanding.

"Certificates of Excellence" may also be awarded at the discretion of the judges.

The awards will be presented during the Awards Ceremony on Thursday, May 14, 2015, at the ACAA's Annual Conference.

ENTRY FORM

Name of the county being nominated: _____

Name of the County Administrator: _____

Description/name of the program: _____

RETURN FORM TO:

ASSOCIATION OF COUNTY
ADMINISTRATORS OF
ALABAMA

ATTN: DONNA KEY

P.O. BOX 5040

MONTGOMERY, AL 36103

OR EMAIL TO:

DKEY@ALABAMACOUNTIES.ORG

OR FAX TO: 334-263-7678



COUNTY ADMINISTRATOR OF THE YEAR AWARD

SPONSORED BY THE

ASSOCIATION OF COUNTY ADMINISTRATORS OF ALABAMA

CRITERIA

The following criteria were set by the ACAA Board of Directors.

- A minimum of three years as County Administrator and at least two previous years of experience in county government.
- Involvement with ACAA and/or ACCA activities within the last three years (i.e., serving on committees and/or ACAA Board, promoting county issues during the legislative session, etc.)
- Completed project(s) and/or a demonstrated dedication above and beyond routine duties of a county administrator within the last three years which has improved and/or enhanced the effectiveness and efficiency of the county's operations (with more weight considered to activities within the last year).
- A demonstrated willingness to assist other county administrators.
- Three reference letters with weight given in the following order:
 1. Commissioners
 2. Other elected officials
 3. Other county administrators
 4. County staff
 5. Involvement in the local community

DEADLINE FOR ENTRIES

All entries must be received at the office of the Association of County Commissions of Alabama by 4:30 p.m. on Friday, April 3, 2015. The award will be presented during the Awards Ceremony on Thursday, May 14, 2015, at the ACAA's Annual Conference.

ENTRY FORM

Name of the nominee: _____

County of the nominee: _____

Name and phone number of person submitting the entry: _____

*The ACAA Awards Committee may nominate an individual should they choose to.

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2014 SERVICE AWARD APPLICATION

SPONSORED BY THE

ASSOCIATION OF COUNTY ADMINISTRATORS OF ALABAMA

The Association of County Administrators of Alabama will honor those members that have served as a County Administrator for 10 or more years at the 2015 ACAA Annual Conference on May 13 - 14, 2015, at the Perdido Beach Resort in Orange Beach, Ala.

The Service Award is given to honor County Administrators who have served 10 or more years and is presented for the 10th, 15th, 20th, 25th, 30th...years AS OF THE DATE OF THE ANNUAL CONFERENCE. For example, if your 10th year anniversary is prior to the conference, you will receive a Service Award this year. If your 10th year anniversary is after the conference, you will receive a Service Award at the next annual conference.

To be considered for a service award, please complete the application below and fax it to (334) 263-7678 no later Friday, April 3, 2015. It's that simple! We want to recognize you for the wonderful work you do every day on behalf of your county!

If you have any questions, please contact Donna Key at (334) 263-7594 or by e-mail at dkey@alabamacounties.org.

RETURN FORM TO:

ASSOCIATION OF COUNTY
ADMINISTRATORS OF
ALABAMA

ATTN: DONNA KEY

P.O. BOX 5040

MONTGOMERY, AL 36103

OR EMAIL TO:

DKEY@ALABAMACOUNTIES.ORG

OR FAX TO: 334-263-7678

Name _____

County _____

Date (month/day/year) hired as County Administrator _____



**JOHN F. COURSON
EXCELLENCE IN COUNTY
ENGINEERING AWARD**



The ACEA would like to recognize projects, programs, and/or departments that have excelled in the field of county engineering. The John F. Courson Excellence in County Engineering Award will be awarded during the ACEA Annual Conference May 12 - 13, 2015, and will recognize unique, innovative, or superb accomplishments in county engineering in Alabama. Individuals who wish to nominate a project, program, and/or department should fill out the nomination form below and return to the ACCA office along with a supporting letter.

ALL ENTRIES MUST BE RECEIVED BY APRIL 3, 2015. The nomination form and letter may be accompanied by supporting documentation, such as photos, charts, tables, etc.

Name of the county being nominated: _____

Name of the County Engineer: _____

Description/name of the program, project, or department being nominated:

In a separate letter please explain why the nominee should receive the award.

The ACEA Awards Committee consists of the three most recent Past Presidents of the ACEA. Nominations are welcome from the county with the nominated program, project, and/or department, or by a second party. If you have questions, please call Donna Key at (334) 263-7594.

ASSOCIATION OF COUNTY ENGINEERS OF ALABAMA

ATTN: Donna Key • P.O. Box 5040 • Montgomery, Ala. 36103 • (334) 263-7594 • Fax (334) 263-7678