



The International Public Management Association for Human Resources is seeking nominations.

I. General Introductions:

The Association established this award to recognize the overall quality, accomplishments, and contributions of an agency human resource program that exceeds the normal operation of a "good government human resource program." Awards may be given in each of the following categories, based on the number of employees covered by your human resource program:

- 1) Small Agency – Under 1,999 employees
2) Medium Agency – 2,000 to 9,999 employees
3) Large Agency – 10,000 and over

The Awards will be based on program initiatives, accomplishments, and contributions within the three-year time period immediately preceding the nomination. Agencies nominated must be and have been an IPMA-HR agency member with a minimum of 3 years consecutive membership.

All nominations will be considered as final entries and are limited to 5 pages (not including the nomination form). The Awards Committee will not consider additional supporting documentation. Electronic submissions are preferred. Nominations should be made on this form and emailed to Jessica Allen at jallen@ipma-hr.org.

IPMA-HR Awards Committee
1617 Duke Street, Alexandria, VA 22314

All nominations must be received by June 12, 2009. The Agency Awards will be presented during the IPMA-HR International Training Conference in Nashville, Tenn., September 12-16, 2009.

The following agency is nominated for the 2009 IPMA-HR Agency Award for Excellence

Agency _____
Contact Name _____ Title _____
Address _____
City _____ State _____ Zip _____
Phone _____ Fax _____
Email _____
Number of employees covered by the human resource program _____



Person Submitting this Nomination:

Name _____ Title _____

Employed by _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____

II. Program Characteristics:

Describe the environment in which the human resource program operates. Why was the program developed? How long has the program been operational (month and year)? What is the program's impact on the workforce? How is the program funded? Is the program for an operating or central human resource agency? Address specifically: size (e.g., number of employees served), types of employees (e.g., clerical, administrative, professional); union relations; budget and human resource constrictions; and relationship to Chief Executive Officer. (Please attach description)

III. Human Resources:

In each of the major functional areas, describe your nominee's specific initiatives, accomplishments and contributions. Specifically identify those accomplishments you consider to be innovative. If the nomination is for a central human resource agency, describe how the accomplishments have benefited the agencies served. If the nomination is for an operating agency, describe how the accomplishments have benefited the management and employees of the agency. Describe the program's direct benefits (e.g., decrease in hiring costs), indirect benefits (e.g., increase in productivity) and how you measure the success of the program. (Please attach description)

Please direct all questions regarding this award and/or nomination form to:

IPMA-HR Awards Committee

1617 Duke Street, Alexandria, VA 22314

Phone: (703) 549-7100

Fax: (703) 684-0948

jallen@ipma-hr.org

Visit the IPMA-HR website at www.ipma-hr.org for links to previous award winners and nominations.