



# ADMINISTRATION/MANAGEMENT EXCELLENCE AWARD

Texas Recreation and Park Society  
State Awards

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## OFFICIAL NOMINATION FORM

This award will recognize innovations in administration, management or supervisory actions that have responded to problems, have improved service to the public or have increased employee morale, staff development or communication between or among the public, boards, council, staff, etc.

**TITLE OF PROGRAM:**

**DEPARTMENT/ORGANIZATION:**

**NAME OF NOMINATOR:**

**TITLE:**

**ADDRESS:**

City:

State:

Zip:

**NOMINATOR EMAIL:**

**NOMINATOR PHONE:**

## **NOMINATION SUMMARY**

Please describe your program, person or project you are nominating with approximately 4 to 5 descriptive sentences. Should your application win in this category, we will utilize some or all of the Nomination Summary as part of the script for the Awards Banquet and for the TRAPS Magazine honoring our winners.

## **SUPPORTING NARRATIVE**

Address key areas in Sections A-D in a maximum of 1000 words.

**A. DESCRIBE THE ISSUE, PROBLEM OR OPPORTUNITY THAT PROMPTED THE NEED FOR ACTION.**

**B. OUTLINE YOUR MANAGEMENT ACTION PLAN OR PROCESS.**

## **SUPPORTING NARRATIVE**

**C. DESCRIBE THE UNIQUENESS OF THE PLAN (I.E. INNOVATION, COST EFFECTIVENESS, CITIZEN INVOLVEMENT).**

**D. DESCRIBE THE BENEFITS, RESULTS, OUTCOMES OR IMPACT OF AFFECTED PARTIES.**