

Harold & Junice Wusterbarth VOLUNTEER SERVICE AWARD

GUIDELINES

The Mohawk Valley Library System invites nominations for this year's Harold & Junice Wusterbarth Volunteer Service Award honoring an individual, an organization, a business or any other group for contributions of time and effort promoting libraries or furthering the work of a member library or the System. The award consists of a framed certificate and a \$200 voucher for library supplies which are to be identified by bookplates.

ELIGIBILITY

- Any individual, group, organization, or business whose efforts have fostered or promoted your public library is eligible to receive the award.
- Nominations may be submitted by library or system staff, trustees, or Friends of the Library organizations.
- Staff members from member libraries and of the system are not eligible for nomination.
- Unsuccessful applications may be re-submitted for consideration in a subsequent year.
- Nominations should include a completed application and support materials (see Criteria section and application form).
- Previous winners of the award may apply with another project after a two year hiatus. Winners of the 2020 award are not eligible for the award in 2021, but are welcome to apply again in 2022.
- A previous award-winning individual, organization, or business may not be re-nominated.
- Nominations must be submitted electronically to the MVLS by the announced deadline.

CRITERIA

Complete and sign application on the MVLS form. Attach up to 2 pages of supporting documentation.

Narrative to include some or all:

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| ☐ connection of nominee to your library | ☐ effect on library use/visibility/sustainability |
| ☐ recognition of leadership qualities | ☐ documentation included |
| ☐ clear description of contribution(s) | ☐ dates of activity |
| ☐ community impact | |

SUPPORTING DOCUMENTATION may include any of the following (2 pages maximum):

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| ☐ press releases | ☐ interviews or other solicited comments |
| ☐ photos of activities | ☐ link to library website |
| ☐ presentations on or off- site | ☐ other |
| ☐ publicity | |

SELECTION AND AWARD ANNOUNCEMENT

- The MVLS Awards Committee, appointed annually by the MVLS Board of Trustees, reviews and selects the award recipient based on the application materials.
- The Committee may disqualify a nomination that does not meet the eligibility guidelines or criteria for the award.
- The Awards Committee will inform the winning library of the award in advance of the MVLS Annual Meeting.
- The Volunteer Service Award is presented annually at the MVLS Annual Dinner Meeting.
- MVLS informs local media of the winner of the Service Award and provides information about the nature of the recipient's service.

Disclaimer: The Awards Committee and the MVLS Board of Trustees reserve the right to not present the Award.