



New York State Community Action Association
Helping People. Changing Lives.

Community Action Impact Award

Description: This award recognizes an existing employee of the Community Action Network who, through excellent leadership, has positively and significantly impacted a specific community or the Network at large and works to promote greater economic opportunity for children and families. The individual’s leadership had transformed their CAA, department, or program and contributed to their community becoming a better place to live. Nominees for this award must be employed for at least three years by a Community Action Agency in a leadership role.

Nomination Instructions: On the nomination form, complete or attach the following:

1. A written description of the qualities, characteristics and/or factors you feel make the nominee the ideal candidate for receiving the award.
2. Site at least two specific examples demonstrating the nominee’s leadership skills and impact.
3. Provide two support letters describing why the nominee should receive the award. These letters of support should come from someone other than the nominator.
 Include supporting documentation, if appropriate, including news stories, newsletter articles, etc. (Please note: all attachments shall not exceed 5, 8.5”x11” documents)

Before you submit your nomination, please read the award description thoroughly and include all of the necessary supporting documentation from the instructions.

Community Action Impact Award Scoring Rubric

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| Leadership Excellence | | Leadership is outstanding, resulting in significant and lasting positive changes. (4) | Leadership is consistently excellent, with notable positive impacts. (3) | Leadership performance is satisfactory, with some positive impact. (2) | Exhibits some leadership qualities. (1) |
| Impact on the Community or Network | | Transformational impact, bringing about substantial positive changes. (4) | Significant and quantifiable impact on community or network improvement. (3) | Moderate impact with some tangible benefits to the community or network. (2) | Minimal impact with few noticeable improvements. (1) |



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| Transformation of CAA/Department/Program | | Outstanding transformation with remarkable improvements. (4) | Substantial transformation and significant improvements. (3) | Moderate improvements and some transformation. (2) | Limited changes with minimal improvement. (1) |
| Years of Service and Leadership Role | | Nine or more years in a leadership role at a CAA. (4) | Seven to eight years in a leadership role at a CAA. (3) | Four to six years in a leadership role at a CAA. (2) | At least three years in a leadership role at a CAA. (1) |