



A T H E N A
I N T E R N A T I O N A L

NOMINATION FORM

20th Annual ATHENA™ Award



Call for Nominations Nomination Deadline: Noon, July 24, 2009

The ATHENA™ Award honors an individual in our community who has attained and personifies the highest level of professional excellence, demonstrates support for the goals of women professionals, and provides significant and selfless assistance on their behalf. This award is dedicated to promoting and honoring the valuable contributions being made to advance the status of women in the Buffalo Niagara region.

ATHENA™ Award Nomination Form Rules

Completing the Form – PLEASE READ AND FOLLOW!

- Download the form at www.thepartnership.org.
- Nominations for the ATHENA™ Award must be submitted using this nomination form and format.
- Computerized hard copies of this nomination form are acceptable, but must follow the format.
- Handwritten and/or faxed documents will be immediately disqualified.
- As a courtesy, nominators are asked to inform the nominee of their consideration for the ATHENA™ Award.

Nomination Assembly

- Organizations, groups, boards or individuals may nominate a person for the ATHENA™ Award. Nominators may submit more than one person for the award.
- Nominators are asked to place a courtesy call to Sara Schumacher at the Buffalo Niagara Partnership (716.541.1759) with the name of their candidate by July 20, 2009.
- All documents must be typed and no longer than five total pages, including contact information page.
- Submit the completed form with an up-to-date resume no longer than four pages.
- All completed nomination forms must be received NO LATER THAN 12 NOON on July 24, 2009. Nominations received after this date and time will not be considered.
- Return completed form and resume to:
ATHENA Awards
Attn: Sara Schumacher
Buffalo Niagara Partnership
665 Main Street, Suite 200
Buffalo, NY 14203-1487

Qualifications

- Nominees may be from both the for-profit and not-for-profit sectors.
- Business achievement, involvement and leadership accomplishments must be clearly demonstrated by the nominee.
- Previous ATHENA™ nominees may be eligible for renomination.
- Nominees are not required to be a member of the Buffalo Niagara Partnership or be employed by a Partnership member firm.

Restrictions

- Employees of ATHENA™, Presenting Sponsor or selection committee members are ineligible for nomination, nor can they nominate.
- Previous ATHENA™ Award recipients are ineligible for nomination.

Nomination Process

- If the nomination form clearly indicates the candidate's demonstrated business achievements, community service, and support for women professionals, she will be accepted as a nominee for the ATHENA™ Award.
- A letter of nomination will be sent to all nominees by August 4, 2009. A request for information and photo release consent form will be included with the letter. Both will be used in the promotion of the ATHENA™ award program, as well as at the event.
- A Selection Committee, comprised of previous recipients and sponsors, will review all nomination forms and select the 2009 ATHENA™ Award recipient.
- The ATHENA™ Award recipient will be announced and all nominees will be honored at the 20th Annual ATHENA™ Award Luncheon on November 4, 2009 at the Adam's Mark Hotel.
- RECIPIENT WILL BE NOTIFIED ON OCTOBER 28, 2009 AND ANNOUNCED TO ALL OTHERS AT THE LUNCHEON.

Sponsored By:



For more information, contact Sara Schumacher at the Buffalo Niagara Partnership 716.541-1759.

Form Must Be Typed



Forms Submitted By Fax Will Not Be Accepted

I. Professional Leadership

Provide examples of how the nominee has demonstrated excellence, creativity and initiative in their business or profession.

A) (For-Profit) How has the nominee impacted the profitability and/or net worth of her organization?

(Not-for-Profit) How has the nominee impacted the achievement of her organization's goals and objectives?

B) How has the nominee's projects and/or processes contributed to the quality of her organization? Specify projects/processes and results.

C) What significant contributions has the nominee made toward increasing customer and/or employee satisfaction for her organization? Specify the contributions and results.

D) In what ways has the nominee contributed to the future planning or vision of her organization? Specify the contributions and anticipated results.

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II. Community Service

List local, state, national and international level participation. Include length of service and offices held in civic and service organizations such as charitable activities, political pursuits, religious groups, chambers of commerce, merchants' associations, etc.

A) Provide specific examples where the nominee has demonstrated leadership roles in community service. Specify name of community organization(s), position(s) held, date(s), and description of responsibilities. Examples can be within or outside of the nominee's profession.

B) As a result of the above leadership role(s), provide specific examples of how the nominee's contribution(s) have changed the community. Specify the leadership role(s) associated with the benefits.

III. Personal Leadership

Provide examples of how the nominee has assisted women in reaching their full leadership potential, and/or demonstrated support for their professional advancement.

Support Information Pertaining to Criteria

Include any additional information you feel is important for consideration of your nominee. List promotions, acknowledgements, awards, honors received, publications or articles supporting service to their profession, industry or community.
