

DEADLINE FOR NOMINATIONS: FRIDAY, NOVEMBER 1, 2019

TO: Pennsylvania Legal Aid Network Community and Friends

FROM: Samuel W. Milkes, Esq., Executive Director

DATE: August 15, 2019

RE: Nominations for the 2020 Pennsylvania Legal Aid Network Excellence Awards

Pennsylvania Legal Aid Network is soliciting nominations for its 2020 Excellence Awards. The awards dinner will be held on **Tuesday, March 31, 2020, at the Harrisburg Hilton**. A social hour will take place from 5:00 p.m. to 6:00 p.m., immediately followed by a buffet dinner, so please mark your calendar. The Pennsylvania Legal Aid Network Excellence Awards honor members and friends of the legal aid community who exemplify excellence in their commitment and accomplishments as advocates for low-income people. A media presentation highlighting the accomplishments of each award recipient will be incorporated into the program. You are encouraged to submit worthy nominations for the following categories:

1. LEGAL SERVICES STAFF

We are seeking nominations for employees for **all** staff positions who exhibit excellence and commitment in the performance of the duties of their jobs.

2. PRIVATE BAR

We are seeking nominations for members of the private bar who display an outstanding commitment to legal aid and the legal needs of low-income Pennsylvanians.

3. COMMUNITY SERVICES

We are seeking nominations for volunteers and friends who demonstrate exceptional dedication to legal aid and the needs of low-income people. It may include legislators or government officials, community leaders, or others who help promote the mission of legal aid.

4. LAY AND CLIENT ADVOCACY

We are seeking nominations for client leaders, organizational partners, or others who have donated significant time and energy to the mission of legal aid and the needs of low-income people.

Nominations for the 2020 Pennsylvania Legal Aid Network Excellence Awards should be submitted online at <https://bit.ly/PLANExcellenceNomination>. Additional information about the 2020 Pennsylvania Legal Aid Network Excellence Awards can be found on our website, www.palegalaid.net, under the Programs and Initiatives tab. Properly completed paper nomination forms are also acceptable, however all forms must follow the format on the attached form and should include the necessary information and supporting documents. Nominations are open to everyone, and there is no limit on the number of nominations you may submit.

The Awards Committee will look for specific examples of excellence and will take into consideration commendation letters, relevant news clippings or other documents that strengthen the nomination. Nominations should be submitted [online](#) or can also be sent by mail, fax, or e-mail.

Nominations must be received no later than **Friday, November 1, 2019:**

**PLAN Awards Committee
118 Locust Street
Harrisburg, PA 17101
Fax: 717-233-4088
e-mail: nbogerman@palegalaid.net**

While past recipients of the award are still eligible to receive it again, historically this has never been done. If you have a question as to whether someone you would like to nominate has been a past recipient, you can find a list on the PLAN, Inc. website at: <https://palegalaid.net/programs-initiatives/all-plan-award-recipients>.

If you have other questions, please contact Natalie Bogerman at (800) 322-7572 or (717) 236-9486, ext. 207 or by e-mail at nbogerman@palegalaid.net.

Nomination Form attached

**PENNSYLVANIA LEGAL AID NETWORK
EXCELLENCE AWARD
2020 NOMINATION**

(Nominations are due by Friday, November 1, 2019)

- I. **NAME, ADDRESS, TELEPHONE NUMBER AND E-MAIL ADDRESS OF NOMINEE.** Please provide name as it should appear on award. Also, include nominee's address, telephone number and E-mail address.

- II. **CATEGORY.** Please indicate under which category you are submitting this nomination (i.e., Legal Services Staff, Private Bar, Community Services, or Lay/Client Advocacy).

- III. **NOMINEE'S EXPERIENCE.** Please provide an outline of this individual's experience with or on behalf of legal aid programs and its clients. Be as specific as possible.

- IV. **NOMINEE'S EXAMPLES OF EXCELLENCE.** Please provide a summary of the reason(s) you feel this individual presents an example of excellence. Outline any unique qualities that make your nominee stand out among the many excellent advocates and friends of legal aid. **The Awards Committee will look for specific examples of excellence, please be thorough in your response to this section.**

- V. **NOMINATOR(S).** Please provide your name, address, daytime phone number and E-mail address.

- VI. **REFERENCES.** Please provide contact information for others who are familiar with this nominee's examples of excellence. The Awards Committee may contact these individuals for additional supporting testimonials and, if this nominee is selected, the individuals may be asked to provide content for the award video.

NOTE: Supporting documentation should be included with this nomination form. The Awards Committee will look for specific examples of excellence and will take into consideration commendation letters, relevant news clippings or other documents that strengthen the nomination.