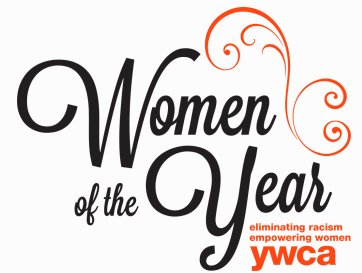


YWCA WOMEN OF THE YEAR
CELEBRATING HER JOURNEY

2021 Nomination Application

YWCA Cass Clay | 4650 38th Ave S, Suite 110, Fargo, ND 58104
701-232-2547 | ywcacassclay.org



Event Overview

<p>Purpose</p>	<p>Since 1973, we have been shining a spotlight on exceptional women. They are leaders, mentors, visionaries, angels, and heroes. Help us highlight women who shape the Fargo-Moorhead community. You will honor her and inspire others when you nominate a woman or business with passion, service, and significant achievements to be recognized at this widely-celebrated event.</p>
<p>YWCA Cass Clay Mission</p>	<p>YWCA Cass Clay is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. We strive to break the cycles of poverty and violence for women and their families.</p>
<p>Event Specifics</p>	<p>Monday, April 26, 2021 Delta by Marriott 1635 42nd Street South, Fargo, ND 58103</p> <p>5:30pm Social 6:30pm Dinner & Program</p> <p><i>YWCA Cass Clay reserves the right to change event logistics, including but not limited to, making this event virtual for the health and safety of attendees and staff.</i></p>
<p>Nomination Deadline</p>	<p>The nomination deadline is <u>Monday, Feb 22, 2021</u>. All nomination forms must be submitted, postmarked, or delivered by 5:00pm on this date. Completed nominations can be submitted via this online form or delivered/mailed to:</p> <p>YWCA Cass Clay 4650 38th Ave S, Suite 110, Fargo, ND 58104</p> <p>ATTN: WOTY Nominations</p> <p>Email Morgan Svingen at: msvingen@ywcacassclay.org</p>
<p>Important Note</p>	<p>Please include information related only to the chosen category(s) of nomination. Materials not directly addressing accomplishments in that specific category will not be considered. <i>Please re-read the information provided to ensure placement in the appropriate category.</i></p> <p>Two letters of support are required from two different people speaking to the nominee's achievements and impact. For the Leader in Women's Empowerment business category, letters of support should come from other businesses, clients, or</p>

organizations you work with; not from within the nominated business/organization. Nominators are not able to complete a letter of support for their nominee.

Each letter must be limited to one page (Times New Roman, 12 pt, single spaced). No other attachments will be considered.

Tickets

Nominators, please be prepared to accompany the nominee to the event. The nominee is our guest and will receive a ticket at no charge; the nominator's ticket is reduced to \$40. (If there are co-nominators, only 1 ticket will be discounted; if multiple nominations, the first application received will be utilized).

Table sponsorship is available. Contact Morgan Svingen at YWCA for more information.

Individual tickets are available for \$80 per person. *A portion of the ticket price is a tax-deductible donation to YWCA Cass Clay.*

This is typically a sold-out event -- we recommend securing tickets early. Tickets may be purchased at <https://www.ywcacassclay.org>. Please indicate the nominee you will accompany.

Form Instructions and Tips:

- As you complete each section of the form, you will receive two prompts:
 - "Next" will direct you to the next page of the form to continue working
 - "Save for Later" will save the information you have entered into the form and provide you with a unique URL code that you will need to save elsewhere in order to return and work on your submission at a later date.
- You may save and return as many times as needed, however you CANNOT edit your document once you Submit your nomination. Please ensure you review your submission prior to submitting it for the Women of the Year Judging Committee.

At the discretion of YWCA, individual or business nominees whose credentials contradict or detract from the YWCA mission will not be accepted. It is the intent of YWCA to honor every nominee received through the nomination process, yet the organization reserves the right to limit the number of nominees included in the program due to program length and seating capacity of the venue.

Frequently Asked Questions

Q: *How do women become nominated for Women of the Year?*

A: All nominations come from people in our community. Family members, friends, coworkers, and others are encouraged to nominate amazing women in their lives!

Q: *Are men allowed to nominate a woman for Women of the Year?*

A: Absolutely! Many men attend the event as well.

Q: *I'd like the nomination process to be a surprise. Can I nominate a woman without her knowledge?*

A: Unfortunately, keeping the nomination a surprise is not possible. Oftentimes, nominators will interview the nominee to get accurate information to complete the nomination form. Additionally, YWCA requires a signature from both the nominator and the nominee with the nomination form.

Q: *I'm unsure which category to select for my nominee. Can you help?*

A: YWCA Cass Clay and the Women of the Year committee must remain neutral throughout the entire nomination process, so we cannot suggest a category for you. After reading through the category descriptions, select the category(s) that best suits the nominee and her accomplishments. Friends, family, and co-workers may be able to offer suggestions that can be helpful.

Q: *Who selects the recipients of the Women of the Year awards?*

A: An independent panel of judges selects the honoree in each category. The panel of judges includes individuals with experience and expertise in the Women of the Year categories. All judges remain anonymous, and YWCA staff and Board of Directors have no involvement in the decision process. Judges utilize a consistent and specific set of guidelines for judging each category; in the event that there is only one nominee in a category, the same guidelines will be utilized and judges are under no obligation to award each category.

Q: *How will the nominee know if she has been selected to attend the Women of the Year banquet?*

A: Typically all women who are nominated will be recognized as part of the program. Nominators will be notified by Feb 26th if a nomination is not accepted. Nominees gain recognition at the Women of the Year event on Monday, April 26, 2021 at Delta by Marriott. Announcements of 'Women of the Year' honorees in each category are made at the event.

Q: *Are there any specific dates that the nominee should schedule on her calendar?*

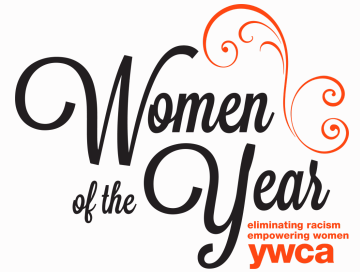
A: Yes, there are two dates on which the nominee must be available. All nominees will have their photo taken on a TBD date in March (a specific time will be set for each nominee). Also, all nominees must attend the Women of the Year event on Monday, April 26, 2021. Nominees should plan to arrive at the Delta no later than 4:45pm for a VIP social; the public social hour begins at 5:30pm and the program starts at 6:30pm.

Q: *How does the ticketing process work for the Women of the Year banquet?*

A: Upon receiving the completed nomination form, tickets are automatically reserved for both the nominee and her nominator. As our guest, the nominee receives a free ticket. Nominators tickets are reduced to \$40 each (only one discounted nominator ticket is available for each nominee).

Additionally, to ensure room for nominee supporters, each nominee will have a full table (10 seats) held for her; those seats will be held until April 9, 2021. These seats will be filled with ticket purchasers and based on the nominees guide to who they would like at their table. Additional tickets can be purchased online or through YWCA Cass Clay's administrative offices. YWCA makes every attempt to seat family and supporters at the nominee's table or a nearby table.

Table sponsorships, both full and half, are also available.



Nominator Information

Nominator Name*

Nominator Address*

Nominator Place of Work*

If unemployed or a volunteer, please state "unemployed" or "volunteer".

Nominator Cell Phone*

Nominator Work Phone*

Nominator Home Phone

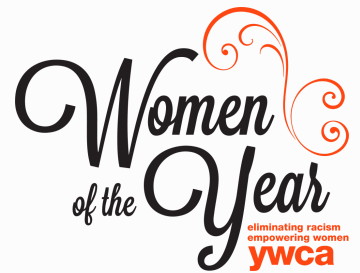
Nominator Email*

Relationship to Nominee*

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Nominee Information

Please tell us who you're nominating today, an individual or a business/organization?*

Individual Business/Organization

Nominee Name*

Nominee Home Address*

Nominee Place of Work*

If nominee is unemployed or a volunteer, please state "unemployed" or "volunteer".

Nominee Position Title*

To be listed in program. If unemployed or a volunteer, please list as such.

Nominee Work Address*


Nominee Cell Phone*

Nominee Work Phone*

Nominee Home Phone

Nominee Email*

Nominee Date of Birth*



Educational Degree and School Name, if applicable

Please list in chronological order, beginning with most recent; be as accurate and complete as possible.

Media Contact at Place of Work*

Media Contact Email*

Nominee Categories

Criteria for Women of the Year Categories

1. Regard will be given to the ways in which the nominees exemplify the mission and vision of YWCA as stated at the beginning of this nomination. The nominee's contributions and degree of impact of her achievements may be in her neighborhood, community, state, or nation. Women "behind the scenes" as well as those in the public eye should be considered for all categories.
2. The nominee must be a resident or work in Cass County, North Dakota or Clay County, Minnesota. Students attending educational institutions in Cass or Clay counties are also eligible.
3. If not selected as a Women of the Year honoree, an individual may be nominated either in the same or a different category in future years. Past Women of the Year honorees are eligible to be nominated in another category after 3 years.

2021 Women of the Year Categories

Please read through each category carefully and select the category best suited for the nominee. *If you are unsure which category to select, you may choose up to 2 categories. Business/Organization nominees are only eligible for the Leader in Women's Empowerment category.*

Advocating for Equality: Any woman whose work or community involvement brings respect, inclusion, and equal rights for all people. She challenges discriminatory practices and advocates to eliminate barriers, so our community welcomes all.

Arts & Culture: Any woman who contributes in creative arts or preserves the culture of Cass and Clay counties so that life here is immensely richer. She inspires an interest in local arts and culture while advocating for its preservation.

Business Management & Entrepreneurship: Women will be considered from all levels in the business world: business owners, managers, employees, and entrepreneurs. She may be employed by pro t or non-pro t organizations and serve as role models of passion, big thinking, taking risks, and getting it done.

Communications: Women who color outside the lines and weave masterful stories through marketing, advertising, and/or public relations. She inspires others through innovation while representing women as a powerful force in the eld of communications.

Community & Volunteer Service: Any woman who has graciously volunteered her time to make a difference in our community or has impacted others through public service. She pours energy into a cause and draws out the passion in others.

Education: Women who shape the future working as teachers, administrators, or support staff in child care, elementary, secondary, higher education, non-traditional settings, or community education. She nurtures, empowers, and sparks her students to be more, do more, and serve more.

Faith Community: This woman has made a signi cant contribution in bringing the mission and vision of the faith community to life. She invigorates others to do ministry through her leadership.

Health & Wellness: Any woman working in physical, mental, or spiritual health who empowers the whole person through her energy, adaptability, and disease prevention efforts.

Lifetime Achievement (Florence Reed Owens): This woman must be at least 55 years of age and have demonstrated a long-term commitment to equality, empowering women and girls, and/or eliminating racism. She exempli es integrity and displays compassion for humanity.

Science & Technology: Any woman who thrives in technology, engineering, and/or science and utilizes her talents to improve our community while actively mentoring other women to join these important elds.

Young Woman of Today & Tomorrow: This young woman, age 15 to 22, is creating a brighter future for us all. She has demonstrated exceptional leadership, scholastic ability, volunteer service, or made bold achievements.

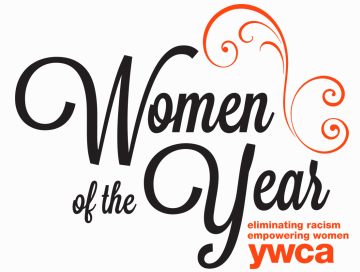
Youth Advocacy: Any woman who is an advocate for the health and well-being of youth; either by engaging in advocacy efforts on behalf of youth or working directly to make the future better and brighter by equipping our young people.

Leader in Women's Empowerment: This business or organization has proven remarkable dedication to advance women by empowering them to thrive socially, economically, and professionally.

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Nominee Interview

Nominator, please use the following questions to interview the nominee. Response lengths are limited to the spaces provided, 1,500 characters (approximately 240 words). Only information relevant to the award criteria will be considered. *(Please re-read the categories, at the bottom of this page, ensuring correct category placement given your responses to the questions.)*

Note: Information provided will be used to recognize the nominee at the event, please be thorough and accurate.

What is her background in respect to the nomination? Where did she receive her education or training? What positions or roles has she held in this category?*

List specific examples of achievements and describe the impact of her contributions in the category for which she is nominated.*

YWCA Cass Clay is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. How do her achievements uphold the mission of YWCA in relation to the category for which she is nominated?*

How would others describe her character?*

What accomplishments -- personal and/or career -- have given her the most satisfaction?*

How does she inspire others, and who is *her* inspiration and why?*

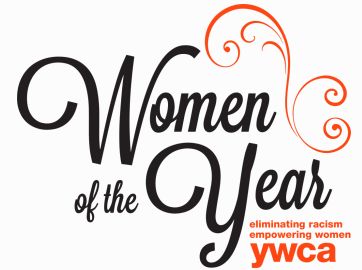
What does she want to leave as her legacy?*

What other information would you or she care to share about her?*

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Letters of Support

Two letters of support are required, each from a different person; businesses and organizations are asked to provide letters from outside their company. Note that nominators cannot submit a letter of support.

- These two people must be able to speak to the nominee's achievements and impact.
- Each letter must be limited to one page (Times New Roman, 12pt, single spaced).

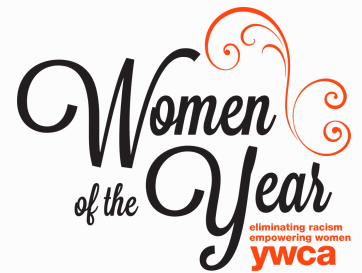
No other attachments will be considered.

Please include/attach two letters of support when you submit your nomination.*

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Sign & Submit

YWCA requires an e-signature from both the nominator and the nominee on the nomination form. Without both signatures, the application will not be accepted.

By adding your names and the date, you guarantee that both the nominator and nominee are aware of, and agree to, this submission. If it is determined that the nominee was unaware of the submission, their nomination will be withdrawn.

Nominator Name*

Date*

Nominee Name*

Date*

Thank you for nominating a woman or business whose passion and service inspire you! (nomination not submitted until you have previewed, verified, and selected Submit Form on the next page.) We appreciate your nomination and invite you to join us in honoring the significant achievements of women and businesses at Women of the Year 2021!

The deadline for nominations is Monday, Feb 22, 2021. All nomination forms must be submitted, postmarked, or delivered by **5:00pm** on this date. Completed nominations can be submitted via this online form, emailed, or delivered/mailed to:

YWCA Cass Clay | 4650 38th Ave S, Suite 110, Fargo, ND 58104

ATTN: WOTY Nominations

Email Morgan Svingen at: msvingen@ywcacasssclay.org

If you have other feedback on the nomination form or questions regarding Women of the Year or the nomination process, please share them here and we will be sure to get back to you: