



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

## Community Action Personal Achievement Award

**Description:** This award recognizes a current or former Community Action participant or customer who has achieved significant personal accomplishments. The individual demonstrates a genuine commitment to persevere despite obstacles or disability. They work hard, are a positive influence, show appreciation, and are dedicated to helping themselves and others. This award is not intended for staff persons. The winner of the Personal Achievement award will be reimbursed up to \$300.00 for expenses related to attending the conference to accept his/her award compliments of NYSCAA.

**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 relevant to the nominee’s commitment to achieving accomplishments despite barriers.
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.
4. Include supporting documentation, if appropriate, including news stories, newsletter articles, certificates of achievement, 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 Personal Achievement Award Scoring Rubric

<b>Personal Accomplishments</b>	Exceptional personal accomplishments that are truly inspiring. (4)	Significant personal accomplishments that stand out. (3)	Moderate personal accomplishments with noticeable achievements. (2)	Limited personal accomplishments with minimal impact. (1)
<b>Commitment and Perseverance to Overcome Challenges/Obstacles</b>	Remarkable commitment and unwavering perseverance despite obstacles. (4)	Consistently displays commitment and perseveres through challenges. (3)	Demonstrates moderate commitment and perseverance. (2)	Occasionally shows effort and perseverance but inconsistently. (1)



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<b>Positive Influence</b>	Highly influential in a positive way, motivating and uplifting others. (4)	Consistently brings positivity and inspiration to others. (3)	Generally serves as a positive influence on those around them. (2)	Occasionally has a positive impact but is inconsistent. (1)
<b>Dedication to Self and Others</b>	Highly dedicated to self-improvement and making a positive impact on others. (4)	Consistently dedicated to personal growth and aiding others. (3)	Shows moderate dedication to self-improvement and helping others. (2)	Occasionally demonstrates dedication but inconsistently. (1)