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|  | Brentwood Borough Council | Revision #1 |
| | Brentwood Borough Council's Youth Exceptional Service (YES) Award | Implemented 08/11/2016 |
| 1 of 3 | | Last Reviewed 08/11/2016 |
| | | Approved by Council 08/22/2016 |

1. Introduction

There are so many positive things happening in Brentwood. Not only the improvements to the infrastructure (park, stadium, playground, roads, etc.) but also to the people who inspire. Brentwood is demonstrating the importance of preparing for its next 100 years by investing in its older infrastructure. However, one of Brentwood's most important commodities are its residents and most importantly its youth. It is vital for any community's future to invest in and encourage their young to get involved and become a vested part of the future of the Borough.

2. Purpose

As important as it is for young people to become more civically engaged, it is equally important that they receive positive recognition for their efforts. Awards create incentives to get involved, give young people a chance to gain public recognition for their work and demonstrate to their communities young people's ability to accomplish great things. As such, the Brentwood YES Award will recognize a Brentwood Youth between the ages of 5 and 18 who demonstrates outstanding behavior by making their mark on the Community by their Exceptional Service. Through their service achievements, these young people have demonstrated the qualities of a hero; kindness, courage, and leadership.

This incredible honor is given to those who have distinguished themselves over their peers. This could be through a courageous act such as standing up to a bully, or by volunteering their time and creativity through active engagement in the community. These are just a couple of examples of a youth who might be worthy of nomination for a Brentwood Borough Council YES Award. The YES Awards aim to ignite and encourage further youth involvement in the Community by recognizing those who have demonstrated a deep commitment to service throughout the year and beyond. Together we want to celebrate a generation of inspiring young people who redefine what is possible.

3. Award

Along with the ultimate honor of the Brentwood Borough Council YES Award, each award recipient will be honored with the following recognition and opportunities:

- a. An Engraved Plaque;
- b. Award ceremony during a public Borough Council Meeting.
- c. Feature article in the IN Community Magazine;
- d. Induction into the group of Award recipients; facilitating a social network of on-going support to help YES Award recipients continue their growth as a lifelong citizen of the world.
- e. Participation in the Brentwood Borough 4th of July Parade.

4. Eligibility for Nominee and Necessary prerequisites

- a. Ages five (5) to eighteen (18) by the deadline of for the application. Should the nominee be under eighteen (18) years of age at the time of the application, a parent/legal guardian must provide consent for the application.
- b. Nominee shall be a Resident of Brentwood, PA at the time of Application.
- c. Nominee shall not be related to the Adult Nominator.
- d. Nominee shall not be related to an employee of the Borough of Brentwood.
- e. Nominee shall not be related to a current member of the Brentwood Borough Council.
- f. Adult Nominator shall be 21 years or older at the time of the Nomination.
- g. Previous winners are not eligible for three (3) years from the date of the last received YES Award.
- h. The Adult Nominator shall complete the YES Award Nomination Form and return prior to the application deadline. (July 15th or December 15th)
- i. The Nominee's parent or guardian must complete and submit the one page youth nominee consent form.
- j. Nominees selected as YES Award winners will be recognized through the press, IN Community Magazine, awards ceremonies, and other possible media avenues.
- k. No Adult Nominator or Nominee shall contact any member of Brentwood Borough Council or employee of the Borough, other than the Borough Manager, at any time during the application period.
- l. Nominees' names, photo and nominator contact information become property of the Borough of Brentwood and available for use to media sources.
- m. The Nomination Form shall be Typed.
- n. A high quality color digital photograph of the nominee, suitable for publication, will be requested if chosen as a winner.
- o. Failing to comply with any of the above may result in the disqualification of the Nominee for the particular Award Period and the Adult Nominator for a period of three (3) years.**

5. Criteria

Applications will be evaluated by the Brentwood Borough Council. Council will apply consistent criteria when considering each application. Such criteria will include without limitation the following considerations based on the Adult Nominator's response to the Narrative Questions on the Nomination Form: **(Note: Each response shall be 300 words or less.)**

- a. Describe in detail the reason for which you are nominating the nominee;
- b. Describe the degree of impact caused by the actions of the nominee on the Community or Others;
- c. Describe examples of selflessness you have experienced by the nominee's actions;
- d. Describe the degree of passion exhibited by the nominee associated with their actions/service/experience;

6. Deadline(s)

- a. Application Deadlines: July 15 (Fall Award); December 15 (Spring award)
- b. All applications with supporting documentation will **ONLY** be accepted in Electronic Format (.pdf) and must be emailed to gzboyovsky@brentwoodboro.com.
- c. Supporting documentation may be included but may NOT exceed five (5) pages. Examples may include but not be limited to the following:
 - i. Letters of recommendation, testimonials, news clippings, etc.
 - ii. ALL materials must be on 8.5" x 11" paper.

7. Selection Process:

- a. Awardee will be selected based on the strength of the Nominator's Nomination Form and responses to the four (4) Narrative Questions.
- b. Nomination Forms will be reviewed by Borough Council via a "Bland Review" meaning all names or references to the Nominator and Nominee will be redacted.
- c. The Brentwood Borough Council YES Award Winner will be chosen through a Brentwood Borough Council Resolution through an unanimous vote of the members of council present at the Council Meeting.

8. Notification of Award Recipients

- a. Award recipients will be notified no later than September 1 (Fall Award) and February 1 (Spring award)

9. Award Winner Consent

By accepting the YES Award, the Nominee/Winner (and parent/legal guardian if the winner is under 18 years old) agrees to the following:

Information contained in the application may be made accessible to the public on the Borough Web Site and/or any promotional items;

Information about the YES Award winner, including without limitation their name and school may be made accessible to the public on the Borough Website.

For promotional purposes, in perpetuity and in any form of media worldwide now or hereafter devised without additional compensation or permission unless prohibited by law, the Borough may copy, reproduce, use, reuse, license, exhibit, display, distribute and create derivative works of (i) any submissions provided by the nominator and/or nominee, (ii) the YES Award Winner's likeness, photograph, or voice, and (iii) statements made by the YES Award Winner regarding the award;

To be fully and unconditionally bound by these criteria; and

To accept the decisions of the Brentwood Borough Council as final and binding as it relates to the YES Award.

BEST OF LUCK