



FACA 36th Annual Training Conference

May 10-13, 2016 ♦ Rosen Plaza Hotel ♦ Orlando, FL

FACA 2016 Volunteer of the Year Award Guidelines

Background

FACA presents a Volunteer of the Year Award each year to recognize distinguished and outstanding individuals, organizations or businesses whose voluntary service or contributions have had a significant impact on Florida's low-income citizens and the communities in which they live.

Eligibility

Nominations will be accepted from FACA members for individuals, organizations or businesses that have made voluntary contributions of time and resources to assist the community action network. These contributions must help solve increasing agency needs for resource availability, including funding, personnel, materials and services.

Criteria and Selection Process

Individuals, organizations and businesses will compete on the same level. The period of eligibility is the immediate past CSBG fiscal year. Candidates will be judged on:

- 1) Volunteer work and contributions to the Florida CAA network; (25 points maximum)
- 2) Quality, quantity and impact of the contribution; and (25 points maximum)
- 3) Advocacy of the agency contributions in the community. (25 points maximum)

A committee will review nominations and judge each entry based on the candidate's contribution and the application's conciseness and completeness using a 100 point scoring scale. Five (5) points will be given for the submission of the completed attached Nomination Form; a maximum of twenty (20) points will be awarded for the Letter of Support. Therefore, each agency should make a comprehensive, clear and succinct case for their nomination(s). There is no limit to the number of entries that can be submitted. Photocopies of this Nomination Form will be accepted.

Submission Deadline

Entries must be received by FACA no later than April 1, 2016 to be considered. For any further assistance, contact the FACA office at (850) 224-4774.

Award Presentation

The FACA 2016 Volunteer of the Year Award will be presented at FACA's Annual Conference. The CAA Executive Director will be notified by the Awards Committee Chairperson prior to the Conference. The award winner or a person representing the individual, business or organization will be invited to attend the ceremony. *The Nominating Agency must provide travel for the Award recipient.*



Florida Association for Community Action (FACA), Inc.



put on new form

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FACA 2016 Volunteer of the Year Award

NOMINATION FORM

This official Nomination form, narrative, and letter(s) of support must be electronically prepared and received via info@faca.org by Friday, April 1, 2016.

Name of Nominee: Velma Carwell

Name/Title of Nominator: Kelvin Bledsoe / program coord

Agency Name: Palm Bch city Community Action

Agency Executive Director: Kelvin Bledsoe

Agency Address: 810 DATONA Street

Agency City, State, Zip: West Palm Bch, FL 33401

Agency Phone: 561-355-4208 Fax: 561-782-7330 Email: KBledsoe@phc.gov.org

Mail nominations to: Florida Association for Community Action (FACA), Inc.

FACA 2016 Volunteer of the Year Award

325 John Knox Rd., Bldg. F-210

Tallahassee, FL 32303



FACA 2016 Volunteer of the Year Award

Letter of Support for Velma Garrett
March 31, 2016

Division of Community Action Program

810 Datura Street
West Palm Beach, FL 33401
(561) 355-4208
FAX: (561) 242-7331
KBledsoe@pbcgov.org



**Palm Beach County
Board of County
Commissioners**

Mary Lou Berger, Mayor
Hal R. Valeche, Vice Mayor

Paulette Burdick
Steven L. Abrams
Melissa McKinlay
Priscilla A. Taylor

Shelley Vana

County Administrator
Verdenia Baker

Velma Garrett has had a significant impact on Community Action as well as the Palm Beach County Community. After 31 years working in various positions in the county services clients professionally, Velma retired to enjoy the nice quiet life of volunteering to do free tax returns for residents that cannot afford to pay to have them done.

During the tax season Velma volunteers from 10:00 a.m. to 5:00 p.m. Monday Through Friday to service the great need of the community. She does not leave until the last client is served which often keep her in the office until 7:00 p.m.

While Community Action uses tax preparation to support one of our six national goals, Velma Garrett is the vehicle through which that is made possible.

She sees eight clients a day and has made a far reaching impact. Just look at the numbers:

- Processed 97 Tax returns
- \$273,312 Total Refund Amount
- \$98,206 Earned Income Tax Credit

This in itself would be significant in a tax season. But Velma has been volunteering her time for years. These are the number of people she serves in the community each year. She is simply outstanding.

Very respectfully

Kelvin Bledsoe
Program Coordinator