



February 26, 2018

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Dear State / Local Agency Directors and Executive Deputies:

On Monday, May 21, 2018 the New York State Academy for Public Administration (SAPA) will be hosting our 7th annual Public Service Excellence Award Program. We invite you to nominate an individual or team in your agency for this prestigious Public Service Award.

The Public Service Excellence Award is a great way to recognize an outstanding individual or team of individuals in your agency who exemplify the best of public service in New York State. Agencies and local governments may nominate both a team and an individual if they choose. Each year the prestige of this award program grows and after six years we have an amazing alumni of award recipients. A full list of past awardees can be found [on our website](#).

Attached is a nomination form. Nominations should provide detailed information about the specific, exemplary accomplishments of the individual or team. Descriptions of the nominees' overall enhancement of public service should address, as applicable, how they served as a model for public servants; made significant improvements to their organization and/or its services; changed the ways the organization operates to either

achieve its goals or deliver better service; and/or achieved substantial financial savings for a state or local government agency. Elected officials are not eligible.

Nominations and supporting statements are due by Tuesday, April 10, 2018. All nominations should be submitted directly to sapaawards@gmail.com. Nominations will be acknowledged upon receipt. Award recipients will be announced on Friday, May 4th and honored on Monday, May 21st at the Rockefeller College of Public Affairs and Policy in Albany at a ceremony starting at 5:00 p.m. Further information will soon be available on the SAPA website <https://stateacademy.org/>.

Since 1985, as part of [Public Service Recognition Week](#), communities and public service organizations across the country have hosted award ceremonies to honor those who serve our nation as federal, state, and local government employees. Agencies that have participated in the Awards Program have consistently told us what a wonderful opportunity this is to recognize those whose public service stands out among peers. I hope that you will take advantage of this opportunity and submit a nomination. I look forward to your participation!

Franklin Hecht, Chair
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