



Girl Scouts of
Western Washington's

Leaders of Distinction
Luncheon



2023 Leaders of Distinction Awards Frequently Asked Questions

1. Can a deceased person be nominated?

No. These awards are intended to recognize living members of the community.

2. Can I nominate my partner/spouse if they are my business partner?

No. The committee does not accept nominations from a partner or spouse, even if you work together as business partners, co-business owners, etc. We suggest you talk with others in your community who know your partner/spouse and ask if they would be willing to nominate your partner/spouse. Chances are that your partner/spouse will have other supporters who would be happy to nominate her for a Woman of Distinction Leadership Award.

3. What should I include in the nomination packet?

Please fill out the [nomination form](#). Each section has a word limit, so please be clear and concise. We recommend reviewing the nomination form, compiling all of the necessary information, and returning to the form to enter the data all at once.

Nomination formatting notes:

- a. Handwritten materials and faxes will not be accepted.
- b. Please, no binders, laminations, or paper clips. Staple only.
- c. Please do not submit additional materials other than those requested. Resumes and articles are not required.

Submit the online nomination form by Friday, September 8, 2023, to nominations@seattlemca.org or submit **ONE** paper copy at 5601 Sixth Avenue S, Suite 150, Seattle, WA 98108, Attn: Philanthropy Team

4. What should I include if submitting a Video or Audio Format?

- a. [Cover Page](#) (page three of the nominating form)
- b. Video/Audio file – see specific directions below.
 - i. Who you are (name and relationship with the nominee)
 - ii. Response to each of the questions outlined in the nomination form.

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- iii. Do not submit additional materials other than those requested. They will not be considered.

Video/Audio Submission Guidelines

- c. Submit a short (3-5 minute), cell-phone quality will do.
 - d. Production-quality videos will not be a deciding factor in the selection process.
 - e. Videos/Audio files over five minutes will not be considered.
 - f. Video/Audio Files must be submitted via YouTube, Vimeo, Google link or other video hosting platforms.
 - g. Send a link to your video to nominations@girlscoutsww.org, along with the cover page.
 - h. If you have any complications, please contact Tana at tgraedel@girlscoutsww.org or 206-713-8426.
5. **Can the cover sheet be completed by hand?**
No. Please complete page three of the nomination form electronically. If this presents a hardship, please reach out to Tana Graedel at tgraedel@girlscoutsww.org or contact customer care at 800-541-9852.
 6. **Can I include double-sided copies?**
Yes. To minimize the use of paper, please double-side your materials.
 7. **Can I use bullet point to answer the nomination questions?**
Yes. Using bullet points can help the committee evaluate the nominations more efficiently and can help you make your point in a clear and concise manner.
 8. **Should I focus on the nominee's volunteer work or paid work?**
Both. While individuals can make significant contributions to the community in their paid position, the selection committee expects to read a significant amount of information about the nominee's volunteer work.
 9. **Should I include the nominee's resume or articles written by or about the nominee?**
No. Due to the quantity of information already submitted, the committee asks that you do not include supplementary materials.



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10. Should I include a photo of the honoree?

No. If the honoree is selected, GSWW will coordinate photos.

11. Should I spend time on the design of the nomination packet to make it more interesting for the committee?

No. There is no need to add color, borders, or graphics to your nomination packet.

12. How long should the responses to the nomination questions be?

Answers to the questions on the Nomination Form are limited to 500 words. As you are answering question 2, remember that this biographical summary will be used as an overview of the nominee by committee members during the selection meeting.

Please be specific and give concrete examples here. For example, state “Hellen is the owner of XYZ business. She mentors three teenage students through the X program. She serves on the board of X and Y.” etc. This response to question 2 will be more helpful to our committee members than “Hellen is a wonderful woman who does so much for her community. She always thinks of other people before herself and is a shining example to everyone.”

Answers to the questions on the Support Form are limited to 300 words and should be specific and concise.

13. Who can I contact if I have questions about the nomination process?

Email nominations@girlscoutsww.org or contact customer care at 800-541-9852