



# EDA Excellence in Economic Development Awards 2008 Nomination Brochure

## Overview

The Excellence in Economic Development Awards (Awards) 2008 recognize innovative economic development strategies of national significance. The Awards are designed to showcase best practices and highlight outstanding results. This year, EDA will accept nominations in a new category of Excellence in Historic Preservation-led Strategies. Nominations must be submitted in one of the eight categories provided on page two.

A Selection Panel, appointed by the Assistant Secretary of Commerce for Economic Development, will evaluate the nominations. The Awards are commemorative and will be presented in award ceremonies in the winners' respective communities following EDA's announcement of the eight winning nominations. Members of the winners' respective congressional delegations will be invited to present each Award with senior officials of the Department of Commerce. EDA will contact finalists and winners by phone and will post their names on [www.eda.gov](http://www.eda.gov).

The rules and procedures governing the competition for the Awards, including eligibility, nomination categories, selection criteria, nomination and selection processes, selection panel members, and other information needed to submit a nomination are provided in this brochure. Nominations must be submitted in accordance with instructions provided on page four. The nominee information page provided on page five must be completed and included in your nomination package. This nomination brochure is only available from EDA's web site, [www.eda.gov](http://www.eda.gov). If you have any questions regarding the Awards, please contact Barbara Earman at the U.S. Department of Commerce, Economic Development Administration, Division of Legislative and Intergovernmental Affairs, 1401 Constitution Avenue, Northwest, Washington, DC 20230, or (202) 482-4521.

## Key Dates

### EDA Excellence in Economic Development Awards 2008

**April 16, 2008 . . . . . Nomination Deadline**

**May 15, 2008 . . . . . Finalists Announced**

**May 30, 2008 . . . . . Winners Announced**

## Nomination Procedure

Nominations may be submitted by any eligible organization or individual, excluding selection panel members. A bona fide representative of the nominated organization must endorse the nomination. This individual will serve as the official representative of the organization for such purposes as providing any information additionally requested, unless EDA is advised otherwise.

## Nominee Eligibility

### Eligible nominees include:

- Nonprofit organizations;
- Local, state and regional governments; and
- Universities and colleges.

### Nominated investments may include:

- Specific projects of national importance; or
- Cumulative activities of the nominee.

**For-profit firms and institutions are not eligible for nomination**



## **Eight Award Categories**

### **EDA Excellence in Economic Development Awards 2008**

*Nominations may be submitted in only one of the following eight categories:*

#### **Excellence in Urban or Suburban Economic Development**

- The nomination utilizes innovative, market-based strategies to improve urban or suburban economic development results.

#### **Excellence in Rural Economic Development**

- The nomination utilizes innovative, market-based strategies to improve rural economic development results.

#### **Excellence in Enhancing Regional Competitiveness**

- The nomination enhances regional competitiveness and supports long-term development of the regional economy.

#### **Excellence in Economic Adjustment Strategies**

- The nomination helps communities plan and implement economic adjustment strategies in response to sudden and severe economic dislocations.

#### **Excellence in Technology-led Economic Development**

- The nomination supports technology-led economic development and demonstrates the important role of linking universities, industry and technology transfers.

#### **Excellence in Community and Faith-Based Social Entrepreneurship**

- The nomination advances community and faith-based social entrepreneurship in redevelopment strategies for areas of chronic economic distress.

#### **Excellence in Innovation**

- The nomination incorporates innovative strategies for maximum results.

#### **Excellence in Historic Preservation-led Strategies to Enhance Economic Development**

- The nomination makes significant use of regional historic assets (including heritage tourism) to advance innovative economic development strategies resulting in higher-skill, higher-wage jobs and substantial private capital investment.

# Five Selection Criteria

*Nominations will be competitively evaluated on their ability to meet or exceed the following selection criteria:*

## **The nomination is market-based and results driven.**

- The nomination capitalizes on a region's competitive strengths and positively moves a regional economic indicator, such as an increased number of higher-skill, higher-wage jobs, increased tax revenue, or increased private sector investment.

## **The nomination has strong organizational leadership.**

- The nomination has strong leadership, excellent project management, and includes a significant commitment of human resources talent to ensure the project's successful execution.

## **The nomination advances productivity, innovation and entrepreneurship.**

- The nomination embraces the principles of entrepreneurship, enhances regional clusters, and leverages and links technology innovators and local universities to the private sector to create the conditions for greater productivity, innovation, and job creation.

## **The nomination looks beyond the immediate economic horizon, anticipates economic changes, and diversifies the local and regional economy.**

- The nomination is part of an overarching, long-term, comprehensive economic development strategy that enhances a region's success in achieving a rising standard of living by supporting existing industry clusters, developing emerging clusters, or attracting new regional economic drivers.

## **The nomination demonstrates a high degree of commitment by exhibiting the following:**

- High level of local government or non-profit matching funds and private sector leverage;
- Clear and unified leadership and support by local elected officials; and
- Strong cooperation between the business sector, relevant regional partners, and local, state and federal government.

## Selection Process

EDA employees will review each nomination received for completeness and adherence to the rules of the competition. Each complete and eligible nomination is forwarded to the selection panel to be competitively evaluated by at least three panelists according to the selection criteria provided on page five. The top three nominations in each of the eight award categories advance as finalists. The selection panel ranks the finalists, for consideration by the Assistant Secretary of Commerce for Economic Development, using the announced criteria. The Assistant Secretary then selects the winners. If no finalist in an award category achieves the level of excellence contemplated in this award, the Assistant Secretary may decide not to make an award in that category. EDA may amend the selection process from one year to the next, but shall not alter the rules for a given year once the initial announcement is made. EDA staff and Selection Panel members reserve the right to contact nominees in order to verify information submitted or to obtain additional information necessary to evaluate the nomination. Nominees are under no obligation to provide this information, but should recognize that failure to provide the information may lower their chances of being selected as a winner.

## Selection Panel

In any given year, the selection panel is composed of as many as seven individuals, selected by the Assistant Secretary of Commerce for Economic Development in the following categories:

- one representative of the non-federal economic development practitioner community;
- one member from academe;
- two representatives of the Economic Development Administration; and
- three at-large members.

Selection panel members may not be employees, officers, consultants, or contractors of any nominated organization. In the event such a conflict of interest is discovered, either the selection panel member shall be removed from the selection process or the nominated organization shall withdraw its entry. The Assistant Secretary may replace any selection panel member who resigns. The term of a selection panel member shall be one year.



## Instructions for Submitting Nominations EDA Excellence in Economic Development Awards 2008

- Your nomination may be submitted in only **one** of the eight categories.
- Your nomination should address each of the five selection criteria provided on the previous page entitled “Five Selection Criteria.” You may include a **statement totaling no more than five pages** to discuss the nominee’s achievements in the five criteria.
- Please do not include any additional materials, such as promotional materials, annual reports, etc. Such items will not be considered by the selection panel.
- Your nomination may include as many as three letters of support. Each support letter must be attached to your nomination. Support letters that arrive after the submission deadline or separately from your nomination will not be considered by the selection panel.
- Your nomination may include as many as three print or electronic photographs. All photographs must be **attached** to your nomination. Photographs, in any format, that arrive after the submission deadline or separately from your nomination will not be considered by the selection panel. EDA is unable to return submitted photographs.
- For nominations mailed or couriered as hard copy, please provide an original complete nomination plus **four copies** of your complete nomination package. For nomination packages sent electronically, please attach all documents to only one email. Please do not send your nomination in multiple emails.
- Your nomination may be sent by US mail, by a courier service or electronically. However, your complete nomination must be sent by only **one** of these methods. Nominees are encouraged to remember that issues may arise that could delay your US mail delivery in Washington, DC. Delivery by a courier service such as FedEx, UPS, etc. is recommended.

- **Courier or mail your nomination to:**  
Attention: EDA Excellence Awards 2008  
Economic Development Administration  
Department of Commerce Room 7816  
1401 Constitution Avenue, NW  
Washington, DC 20230

- **Email one complete nomination package to:** [awards@eda.doc.gov](mailto:awards@eda.doc.gov)  
**Please consolidate your nomination package into one email. Please do not send multiple emails.**  
A letter acknowledging receipt of your nomination will be mailed to you.

- Nominations must be received by close of business on **April 16, 2008**.
- If you have any questions, please contact Barbara Earman in EDA’s Legislative and Intergovernmental Affairs Division at (202) 482-4521.

# Nominee Information Page

This nominee information page must be completed and attached as the cover page to your nomination package. Please download this page, **complete it as a fillable MSWord document** and attach it to your nomination package as hardcopy or as an emailed nomination.

Nominee name: \_\_\_\_\_

Street address: \_\_\_\_\_

City, State and ZIP Code: \_\_\_\_\_ Congressional District(s) \_\_\_\_\_

\*Preferred contact person and telephone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Web address: \_\_\_\_\_

*\*EDA will contact this person at this number to announce finalists and winners.*

**Check *only one* of the following to indicate the nomination category:**

- Excellence in Urban or Suburban Economic Development
- Excellence in Rural Economic Development
- Excellence in Enhancing Regional Competitiveness
- Excellence in Economic Adjustment Strategies
- Excellence in Technology-led Economic Development
- Excellence in Community and Faith-Based Social Entrepreneurship
- Excellence in Innovation
- Excellence in Historic Preservation-led Strategies to Enhance Economic Development

**Check *only one* of the following to indicate the nomination type:**

- Organization's overall efforts, or
  - Specific program or project of the organization:  
Provide name of specific program or project: \_\_\_\_\_
- Yes  No EDA is hereby authorized to publish a summary of this nomination if it qualifies as a finalist.
- Yes  No EDA is hereby authorized to publish contact information, including address, phone, fax, e-mail and website, provided in this nomination.

<b>For Agency Use Only.</b> Logged by: _____
Date received: _____
Timely receipt of complete application <input type="checkbox"/> Yes <input type="checkbox"/> No
Statement(s) included <input type="checkbox"/> Yes <input type="checkbox"/> No
Number of support letters included _____

## Nominee Certification

Signature of Nominee Representative: \_\_\_\_\_

*I certify that I have the authority to represent the nominee organization in public matters. I also certify that, to the best of my knowledge, the substantive statements in this application are true. I understand that if this application is found to contain substantive and willful misrepresentations, the nominee will be disqualified from the award competition. [Your typed and printed signatures will be accepted on electronic submissions.]*

**Please complete the following contact information of Nominee Representative:**

Print name of nominee representative: \_\_\_\_\_

Print title of nominee: \_\_\_\_\_

Representative's preferred telephone contact number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

## Confidentiality

The selection scores and content deliberations used to select finalists and winners will not be disclosed except to the extent provided by law.

## Endorsements

The Award for Excellence in Economic Development is honorary only, and does not constitute an endorsement of any revenue-producing goods, publications, or services the winner may offer.



## EDA's Mission

To lead the federal economic development agenda  
by promoting innovation and competitiveness,  
preparing American regions for growth and success  
in the worldwide economy.

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*“The role of government is to create conditions in which jobs  
are created in which people can find work.”*

– President George W. Bush –

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*Notwithstanding any other provision of the law, no person is required to respond to, nor shall any person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act, unless that collection of information displays a currently valid OMB Control Number. The OMB Approved Number for this Collection is 0610-0101 expires 06/30/2008.*

*The information is used by EDA to recognize outstanding economic development activities of national importance and to determine those applicants best meeting the preannounced criteria. No confidentiality for the information submitted is promised or provided except that which is exempt under 5 U.S.C. 552(b)(4) as confidential business information.*

*The public reporting burden for this collection is estimated to average 3 hours per response including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Economic Development Administration, Herbert C. Hoover Building, Washington, D.C. 20230, and to the Office of Information and Regulatory Affairs of Management and Budget, Washington, D.C. 20503.*