



REGIONAL CENTER OF ORANGE COUNTY

2017 SPOTLIGHT AWARDS

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Guidelines and Nomination Booklet

Dear RCOC Self-Advocates, Families, Service Providers, Community Partners and Friends:

You all know a person, group or organization that deserves recognition! The Regional Center of Orange County's (RCOC's) Spotlight Awards is one way to acknowledge their contributions to improving the lives of people with developmental disabilities in Orange County.

Since 1997, RCOC has hosted an annual gala to honor those who stand out as role models of selfless service and dedicated advocacy in their work on behalf of people with developmental disabilities in our community.

The process for nomination is straightforward. Take a few minutes to review the Spotlight Award categories, and then nominate an outstanding individual, group or organization for one of the awards. You can complete and submit your nominations online or download nomination forms and submit them via mail, fax or email by the deadline noted. Award winners will be announced by March 1, 2017.

The awards will be presented at the 2017 Spotlight Awards Ceremony and Gala on Friday, March 24, 2017, at 6:00 p.m. at the Embassy Suites in Garden Grove.

Sincerely,



Larry Landauer
RCOC Executive Director



Alan Martin
RCOC Board of Directors Chairperson

Spotlight Award Categories

Community Partner. An individual or organization that, through their professional work or volunteerism in the community, demonstrates exceptional leadership and creativity in expanding meaningful opportunities for people with developmental disabilities in Orange County by increasing awareness of issues related to developmental disabilities, eliminating barriers to full community presence and participation, and/or being a voice for those who have difficulty or cannot represent themselves.

Self-Advocate. An individual who has a developmental disability and who, through their personal or professional achievements, has brought a greater public awareness of and recognition to the abilities of all people with developmental disabilities in Orange County.

Elected Official. An individual who holds an elected office, at any level of government, and whose official acts have influenced government policy and have made significant mainstream changes to services and supports for people with developmental disabilities.

Employer. A business dedicated to providing competitive integrated employment opportunities to people with developmental disabilities and that inspires a barrier-free, inclusive environment within the workplace.

Direct Support Professional. An individual who demonstrates a strong passion for enhancing the lives of individuals served by RCOC through his/her exemplary actions and creativity in building independence and meaningful participation in the community. For purposes of this award, Direct Support Professional is defined as someone who works as a direct care worker, instructional assistant, job coach, in-home support worker or personal assistant.

Lifetime Achievement. An individual who, through their personal, professional or volunteer activities, has made exceptional contributions toward advancing the rights of, and enhancing the quality of life for, people with developmental disabilities in Orange County over a long period of time.

Service Provider. An organization vendored by RCOC to provide support directly to people with developmental disabilities that demonstrates extraordinary commitment to high-quality, person-centered services and provides exemplary support for those they serve leading to meaningful lives in their neighborhoods and communities.

Parent/Family Member. A parent or other family member who not only demonstrates an outstanding dedication to his/her own child/family member, but also to others with developmental disabilities through support, compassion and advocacy.

Healthcare Professional. A community healthcare professional or group of professionals that has made significant contributions in improving health outcomes for people with developmental disabilities by providing services that reflect best practices in the healthcare system for people with developmental disabilities and/or by giving people with developmental disabilities more support to make informed choices about their healthcare. Examples of healthcare professionals include physicians, nurses, dentists, physical, occupational and speech therapists, psychologists and behavior analysts.

RCOC Achievement. An employee of the Regional Center of Orange County whose remarkable performance, above and beyond their assigned duties, has made significant contributions toward fulfilling RCOC's mission, vision and guiding principles and to enhancing the quality of life of those served by the organization.

E. Kurt Yeager Servant Leadership. An individual who, through his or her record of excellence in a volunteer leadership position for an organization that serves people with developmental disabilities, has made a positive impact on the advancement of the organization's mission by improving services and supports as well as significantly expanding opportunities for people with developmental disabilities to participate in policy making.

General Information:

Nominations must be submitted by **Friday, January 27, 2017**.

Nominations can be submitted online at: <https://www.surveymonkey.com/r/spotlightawards2017>.

Nomination forms can also be downloaded from RCOC's website at www.rcocdd.com and are available by calling Andre Wilson at 714-796-5326.

The term developmental disability, as used in Spotlight Award category descriptions, is defined as a substantially handicapping condition beginning before age 18 that is expected to be life-long and is attributed to an intellectual disability, cerebral palsy, epilepsy, autism or a condition similar to an intellectual disability.

Guidelines for All the Awards Categories:

- Complete one nomination form for each nominee in each award category.
- Nomination forms must be completed in full to be considered.
- Nominations are evaluated based on the nominee's achievements and contributions, not on the number of nominations received.
- A candidate may not nominate himself/herself, his/her superior or his/her organization.
- Recipients can receive an award in only one category.
- Nominations for individuals or organizations who have received a Spotlight Award in the past five years will not be considered.

Nominations

You may nominate an individual or an organization for a Spotlight Award. To submit your nomination:

1. Complete the nomination form online at: <https://www.surveymonkey.com/r/spotlightawards2017> or download a nomination form from RCOC's website at www.rcocdd.com and submit it as described below.
2. Make sure you indicate the relevant award category for your nomination.
3. You will need to provide a description of the nominee's achievements. This description should address the selection guidelines and eligibility criteria as detailed in this guide. If you are not completing and submitting the nomination form online, you may either:
 - Use the space provided below to complete your nomination, or
 - Complete your nomination on a separate page and attach it to the nomination form below.

4. Submit completed nomination forms in any of the following ways:

Online: <https://www.surveymonkey.com/r/spotlightawards2017>

Mail: *Attention: Executive Office
Regional Center of Orange County
P.O. Box 22010
Santa Ana, CA 92702-2010*

Hand-delivery: *Attention: Executive Office
Regional Center of Orange County
1525 N. Tustin Avenue
Santa Ana, CA 92705*

Fax: *Attention: Executive Office
714-547-4365*

Email: spotlightawards@rcocdd.com

Individuals receiving services from RCOC who would like assistance completing a nomination form should contact their RCOC Service Coordinator.

Confirmation of Receipt of Nomination

Nominators will receive a confirmation notice within five business days of receipt of the nomination form.

If you do not receive a confirmation notice after five business days, please contact Andre Wilson via email at spotlightawards@rcocdd.com or by phone 714-796-5326.

Awards Ceremony

The award recipient from each category will be invited to the Spotlight Award ceremony at no cost. The recipient may also invite one guest, and a caregiver or support person, if required, to the awards ceremony at no cost.

Award recipients will be presented with their award at the ceremony to be held on Friday, March 24, 2017, at the Embassy Suites in Garden Grove and the awards will be publicized.

2017 Spotlight Awards Nomination Form

Nominee Information:

Name of Individual or Organization You are Nominating:	
If an Individual, Person's Position/Title:	
If an Organization, Name/Title of Contact Person:	
Address:	
E-mail:	
Phone:	

Nominator Information:

Your Name:	
Your Position/Title:	
Your Organization:	
Your Address:	
Your E-mail:	
Your Phone:	
Your relationship to the nominee:	

I wish to nominate the above individual or organization in the following category (please check one):

- | | |
|--|--|
| <input type="checkbox"/> Community Partner | <input type="checkbox"/> Service Provider |
| <input type="checkbox"/> Self-Advocate | <input type="checkbox"/> Parent/Family Member |
| <input type="checkbox"/> Elected Official | <input type="checkbox"/> Healthcare Professional |
| <input type="checkbox"/> Employer | <input type="checkbox"/> RCOC Achievement |
| <input type="checkbox"/> Direct Support Professional | <input type="checkbox"/> E. Kurt Yeager Servant Leadership |
| <input type="checkbox"/> Lifetime Achievement | |

Award Criteria:

In 1,000 words or less, please describe the nominee’s demonstrated contributions, and how, specifically, the work of this individual or organization relates to the selected award category description. Consider including the following information in your response: (a) general background; (b) the nominee’s achievements; how the nominee has enhanced the quality of life of people with developmental disabilities; (c) how the nominee has promoted or advanced a greater understanding of people with developmental disabilities in the Orange County community; and (d) the impact, or ongoing efforts, of nominee’s contributions/achievements.
