



Lifetime Achievement Award  
Mentoring Award  
Administrator of the Year Award  
Assistant of the Year Award

TEXAS CITY  
MANAGEMENT  
ASSOCIATION  
PROFESSIONAL  
AWARDS  
PROGRAM

## 2021 TEXAS CITY MANAGEMENT ASSOCIATION PROFESSIONAL AWARDS PROGRAM

The Texas City Management Association (TCMA) annual Professional Awards Program recognizes and honors outstanding individuals who have made significant contributions to local government in Texas.

### Lifetime Achievement Award

Recognizes the city management professional who has made significant contributions to the field of local government management for more than 20 years. This award is open to current Full and retired TCMA members.

### Administrator of the Year Award

Recognizes the city management professional who has made significant contributions to the field of local government management in the past 18 months. This award is open to current Full TCMA members.

### Mentoring Award in Memory of Gary Gwyn

Recognizes the city management professional who has made significant contributions in the development of new talent and/or who has designed and implemented outstanding career development programs for local government employees. This award is open to current Full TCMA members.

### Assistant of the Year Award in Memory of Valerie Bradley

Recognizes a local government assistant who is dedicated to a career as a local government professional and demonstrates a passion for ethical public service. This award is open to current Associate TCMA members.

## NOMINATION REQUIREMENTS

Please complete a nomination form and submit it with a two-page narrative. The narrative should: 1) describe how the individual has made an outstanding contribution to the award category; and 2) detail in a clearly measurable format specific results/impacts that have been achieved/produced by the individual (such as dollars saved, amount of productivity increase, etc.).

Prior to the deadline, the nomination form and narrative should be submitted to the regional president (listed on the TCMA website at [www.tcma.org/regions.html](http://www.tcma.org/regions.html)), who will first determine the method of selecting the final nominations in their regions and then notify region members of that method. Each TCMA region may submit only one entry form for each of the three categories.

## JUDGING AND ANNOUNCEMENT PROCESS

The regional presidents will email their regions' entry forms to Emily Hughes at [emily@tml.org](mailto:emily@tml.org) no later than **5:00 p.m. on January 8, 2021**. The TCMA Membership Committee will review all entries for completeness and eligibility, decide on one entry for each category to recommend to the TCMA Board, and forward its recommendations to the Board for action. The announcement and presentation of the awards will be made during the TCMA Annual Conference in June. TCMA will also provide sample press releases for use in the recipients' communities.

If you have any questions about the TCMA Professional Awards Program, please contact Emily Hughes with the TCMA staff at 512-231-7400 or [emily@tml.org](mailto:emily@tml.org).



## NOMINATION FORM

(to be submitted to the appropriate TCMA regional president)

Entries will be judged on the overall contribution of the individual to the award category and on specific results/impacts that have been achieved/produced by the individual (such as dollars saved, amount of productivity increase, etc.). Entries are limited to this nomination form and a two-page narrative only.

### ENTRY CATEGORY (CHECK ONE):

\_\_\_\_ Lifetime Achievement Award (Full or retired TCMA member)

\_\_\_\_\_ (number of years the Lifetime Achievement candidate has been a TCMA member)

\_\_\_\_ Administrator of the Year Award (Full TCMA member)

\_\_\_\_ Mentoring Award in Memory of Gary Gwyn (Full TCMA member)

\_\_\_\_ Assistant of the Year Award in Memory of Valerie Bradley (Associate TCMA member)

Name of Individual Nominated \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Name of Individual Submitting this Nomination Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

This nomination form should be attached to the front of the required two-page narrative and emailed to the appropriate regional president (listed on the TCMA website at [www.tcma.org/regions.html](http://www.tcma.org/regions.html)) prior to the deadline. The regional presidents must submit their regions' final nominations to the Texas City Management Association no later than **5:00 p.m. on January 8, 2021**, so you must email your region entry to them prior to the deadline.

If you have any questions about the TCMA Professional Awards Program, please contact Emily Hughes with the TCMA staff at 512-231-7400 or [emily@tml.org](mailto:emily@tml.org).

\_\_\_\_\_  
Signature of Individual Submitting Nomination

\_\_\_\_\_  
Printed Name

