



National Master Guardian Star Achievement Award
Criteria and Procedures
(Revised and Approved – October 2016)



NMG Star Achievement Award Policies and Procedures

The purpose of the NMG Star Achievement Award is to recognize an outstanding Master Guardian who demonstrates knowledge of advanced guardianship concepts and ethics, and displays a significant contribution to both the guardianship community and their community-at-large.

Criteria

1. All current NCGs, NMGs, and members of the National Guardianship Association (NGA) are eligible to nominate a Master Guardian for the NMG Star Award.
2. Nominees must meet the following criteria:
 - a. Must be a Master Guardian, but no self-nominations will be permitted.
 - b. The nominee must be a member of NGA, which demonstrates significant contribution to the guardianship community.
 - c. The nominee should have some affiliation with his/her state association, if one exists.
 - d. The nominee must not have received the NMG Star Award in the past.
3. Nominations must include the following information:
 - a. The nominee's and nominator's name, organization/firm, address, telephone number and email address.
 - b. Specific examples demonstrating the nominee's leadership within the guardianship community.
 - c. Specific examples on how the nominee exemplifies the NGA Standards of Practice and Ethical Principles.
 - d. A description of how the nominee contributes to the larger community.
4. Nominations will be accepted and reviewed annually; however, the committee reserves the right to not present this award in any one year.

Procedures

- A nomination form will be developed and sent by CGC Staff at least three months prior to presentation to those eligible to nominate an award recipient.
- Nominations are due to CGC Staff at least 60 days prior to the NGA Conference.
- Nominations received but not chosen from the previous two years will be placed for consideration.
- All nomination forms and supporting documentation will be presented to the CGC Award Committee for review. (The CGC Award Committee will be comprised of up to five previous recipients of the National Certified Guardian Excellence Award, National Master Guardian Star Achievement Award and Fred Kretz Cornerstone Award who received the award in the previous three years. The immediate past National Master Star Achievement award recipient will serve as Chairperson. If the National Master Guardian Star Achievement award recipient is unavailable or no longer certified, the immediate past National Certified Guardian Excellence Award recipient will chair the committee.)
- A decision will be made by the CGC Award Committee at least 30 days prior to the NGA Conference.
- The selection of the recipient is to be kept confidential.
- CGC Staff will order an individual award recognizing the NMG Star Award recipient.
- CGC Staff will determine if the individual receiving the award will be in attendance at the NGA conference.

- If the recipient will be in attendance, the awards are shipped to the conference location for presentation by the CGC President and the immediate past NMG Star Award recipient, if in attendance.
- If it is determined that the recipient is not to be in attendance one week prior to the date of the conference, staff will contact the recipient to inform them of their honor and the award will be sent to the recipient along with a letter of congratulations and notification that their honor will be announced at the NGA conference.
- Staff will ensure that nominations forms will be kept on file for two years. During those two years, the nominations will be added to the pool of nominations for consideration. Staff will contact the nominators of previous submissions to confirm if the nominators would still like to include their submissions and also to determine the current professional status of the nominees.