

# City of Cocoa Beach 2023 Community Sustainability Award

## **Part I: AWARD OVERVIEW AND PURPOSE**

The City of Cocoa Beach defines sustainability as living or acting in a manner that meets human needs equitably, living within our planet's ecological limits, and building a prosperous economy for all — without compromising the ability for future generations to do the same.

To contribute to its mission to build a distinctive, world-class, small city with a vision to ensure the quality and sustainability of our natural and built environment, the City is establishing the Sustainability Awards Program to recognize and celebrate members of the community who are leading the way to a more sustainable future. The Awards honor and publicize residents, businesses, community groups, and nonprofits who have demonstrated an outstanding commitment to the City's sustainability goals.

## **Part II: NOMINATION INFORMATION**

### **NOMINATION INSTRUCTIONS**

- Access nomination form on City of Cocoa Beach website: [www.cityofcocoabeach.com/communitysustainabilityaward](http://www.cityofcocoabeach.com/communitysustainabilityaward)
- Applicants are strongly encouraged to submit nominations online via the City Website. Paper copies of nomination forms may be requested by contacting [info@cityofcocoabeach.com](mailto:info@cityofcocoabeach.com) or calling 321-868-3341.
- Complete all sections of the nomination form. The website will not allow incomplete nomination forms to be submitted. If the applicant feels that a certain section(s) does not apply to their project, please place "N/A" in the response area on the form. However, the Sustainability Committee encourages applicants to respond to all sections to the best of their ability.
- Applicants are encouraged to draft responses to scoring criteria sections defined in Part III of this packet prior to completing the online form. Applicants will have the option to upload a maximum of two (2) supporting documents relevant to the project through the application portal.
- Nominations may be submitted starting February 1<sup>st</sup>, 2023 at 12:01am and are to be submitted no later than March 19<sup>th</sup>, 2023 at 11:59pm. Nominations submitted after the deadline may not be reviewed for scoring.

### **ELIGABILITY AND CONDITIONS OF NOMINATION**

- Any person or organization, including those directly involved with the nominated project, may submit an entry. Examples include but are not limited to: schools, student organizations, community groups, local businesses, individuals, not-for-profit organizations, etc.
- If the applicant is not directly associated with the person or organization being nominated, they must confirm that the nominee is aware of and supports the nomination.
- The sustainability focused project, action, or effort must have occurred within City of Cocoa Beach City limits and/or have benefited the Cocoa Beach community.

- By submitting a nomination you are agreeing to the information you send being used in press releases, on our website and within our editorial content (however, if there are parts of the nomination considered confidential or proprietary and for the judges' eyes only, please mark clearly to this effect).

## **NOMINATION EVALUATION**

Once nominations are received, a scoring system (described in Part III) will be utilized by each member of the City of Cocoa Beach's Sustainability Committee to score and rank each nomination. Each member will submit their scoring sheets for a final tallied ranking to determine the award recipient.

## **RECOGNITION**

Awards winners will be recognized in the following ways:

- Recognition and award presentation by the City Commission.
- Name on the Sustainability Awards perpetual plaque on display year-round at City Hall.
- Recognition through City of Cocoa Beach's digital media.

## **TIMELINE**

February 1, 2023 – Nomination Period Open

March 19, 2023 – Nomination Period Close

March 20 – 24, 2023 – Nominees and applicants are notified of nomination receipt

March 29, 2023 – Last day for Committee members to submit list of questions for nominees

April 4, 2023 – Last day for nominees to provide responses to committee member questions

April 5, 2023 – Sustainability Committee will meet to discuss submitted nominations

April 12, 2023 – Committee members submit final scoring sheets for all nominations

April 13, 2023 – Notice of Award

April 20, 2023 – Presentation of Award

## **PART III: EVALUATION AND SCORING CRITERIA**

This scoring system will be utilized by each member the City of Cocoa Beach's Sustainability Committee to score and rank each nomination.

At a minimum, each nomination must address the following criteria:

	<b>Maximum Points</b>
1. Overview	<b>5</b>
2. Positive Impact	<b>30</b>
3. Innovation/Creativity	<b>10</b>
4. Overcomes Challenges	<b>20</b>
5. Continuity	<b>20</b>
6. Demonstrates Global Impact	<b>15</b>
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<b>TOTAL POSSIBLE POINTS</b>	<b>100</b>

### **1. OVERVIEW - 5 POINTS (3000 characters max.)**

- Fulfill all requirements listed in nomination instructions
- Provide a brief description of the project vision
- Describe coordination with project partners or collaborators, if any
- Provide a project timeline (when did the project begin, has the project ended or is it ongoing?)

### **2. POSITIVE IMPACT - 30 POINTS (3000 characters max.)**

The project must have a meaningful and demonstrable or measurable impact in Cocoa Beach or the surrounding community by helping protect the environment or enhance the quality of life for residents. The applicant should:

- Describe how the project embraces at least 1 of the 3 pillars of sustainability: Environment, Economic, Social
- Describe the impact the project had on the Cocoa Beach community
- Identify and/or quantify the outcome and benefits of the project

### **3. INNOVATION/CREATIVITY - 10 POINTS (1500 characters max.)**

The project should reflect a new concept, technology, or practice or creative implementation of existing concept, technology, or practice. The applicant should:

- Describe actions taken to implement the project vision.
- Describe the innovative or creative approach taken to implement the project.

### **4. OVERCOMES CHALLENGES – 20 POINTS (1500 characters max.)**

The applicant should explain what challenges were overcome.

- Describe the challenge, problem, or need in the community that is identified in the project vision.
- Describe personal or project challenges identified when implementing the project.

**5. CONTINUITY – 20 POINTS (1500 characters max.)**

The applicant should demonstrate how the project accomplished one or more of the following: longevity, continuity, transferability, endurance, replicability, and resiliency.

- Describe the long-term goals for the project, if any.
- Identify potential partners or collaborators to continue with the long-term vision of the project or ways to broaden the reach of the project.
- Describe how/if this project compliments and/or relates to other sustainability efforts in the community.

**6. GLOBAL IMPACT – 15 POINTS (1500 characters max.)**

The project must demonstrate one or more of the United Nations' Sustainable Development Goals (SDGs).

- Identify one or more SDG(s) that the project addresses and describe how the project addresses the identified SDG(s).
- Please reference the United Nations' Sustainable Development Goals webpage: <https://sdgs.un.org/goals>