NOMINATION PACKET REQUIREMENTS

- Nominations, forms, and all supporting documents must be postmarked no later than **5:00 PM** on Friday, December 14, 2012.
- Nominations may be mailed to:

The Pennsylvania Commission on Crime & Delinquency Office of Victims' Services Governor's Victim Service Pathfinder Awards Task Force P.O. Box 1167 Harrisburg, Pennsylvania 17108-1167

- Faxed nominations and forms will not be accepted.
- Nominator may nominate more than one individual and the nomination form may be reproduced as needed.
- Narrative must be typed or computer generated, double-spaced, no smaller than 12-point type, no less than 2 pages in length and based on the criteria and eligibility listed for the relevant award category.
- The narrative cannot be used as a letter of support.
- The nominator **cannot** write a letter of support.
- Please do **NOT** send photographs, videos or other visual aid materials.
- Nominee can only be nominated in **one category.**
- Nomination form must be completed in its entirety, signed and dated by the nominator.
- All required signatures, if applicable, must be included on the nomination form.
- Packet should include nomination form, narrative, no more than three letters of support
 as required in the award category, and other supporting documents (newspaper clippings,
 recognition letters, etc.).
- Please do **NOT** send a **cover letter**.
- All nominators will be informed if their nominee will be the award recipient prior to the presentation of the awards. Award winners will not be notified directly, but through the nominator.
- All nominations must meet the requirements outlined or will not be considered.

STAFF MEMBERS OF THE PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY (PCCD) AS WELL AS FULL-TIME CONSULTANTS WORKING DIRECTLY UNDER THE AUSPICES OF THE PCCD ARE NOT ELIGIBLE FOR THESE AWARDS.