**2023 Tourism Excellence Awards**

**Nomination Preparation Document**

The purpose of this document is to help prepare your Tourism Excellence Awards nomination prior to submitting with the form. When you are ready to nominate, simply copy and paste the text fields into the nomination portal. *Good luck!*

**Deadline for Submissions: Friday May 12. 11:59 PM**

**In addition to answering the questions below, please prepare:**

* Nominator contact information (name, email, phone number, organization, organization address)
* Nominee information (nominated program/project/person, nominee organization, organization address, website, key contact person name, email and phone number)
* [Awards Category/Subcategory](https://www.nystia.org/storage/files/9937450/23%20Category%20Descriptions.docx.pdf)
* If program/project: Budget of nominated organization (over or under $500,000)

**Summary of nominated program, project, or person:**

*In 2-3 sentences, please provide an overview of the program, project or person you are nominating.*

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**Why does the program / project / person merit the a Tourism Excellence Award?**

*Please explain what makes this progam/project/person unique and exceptional. Include specific details such as challenges overcome, areas of impact, key elements of development, funding sources, future plans, lessons learned, etc. (500 word maximum)*

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**Please list key participants in the project, including public agencies, local businesses, tourism promotional agencies and community groups.**

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**For individual nominees: Provide anecdotes, examples of work activity, testimonials, and any other qualitative or quantitative results to demonstrate innovation or inspirational leadership.**

*If you are nominating a program/project, please type N/A. 300 word maximum.*

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**Supporting documentation:**

*Please prepare a file sharing link and/or a file (5 MB max) to upload with your nomination.*

Thank you!