

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
WASHINGTON, D.C. 20240

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To: AFOs

From: Assistant Director, Communications

Subject: Nominations for the Bureau of Land Management's 2004 "Excellence in Interpretation or Environmental Education" Awards DD: 08/20/2004

We invite you to nominate outstanding employees for the Bureau of Land Management's (BLM's) 2004 "Excellence in Interpretation or Environmental Education" Awards. The recipients of these awards will be honored at the Excellence in Interpretation Awards Ceremony, held during the National Association for Interpretation (NAI) National Interpreters Workshop, November 16-20, 2004, in Grand Rapids, Michigan. The BLM Recreation Group (WO-250) and/or the BLM Environmental Education and Volunteers Group (WO-650) will pay travel expenses and the National Interpreters Workshop registration fee for the honorees.

The purpose of the awards program is to recognize the accomplishments and contributions of BLM employees who have made a significant difference in the field of interpretation or environmental education during the past year. The awards were created to stimulate and reward creative thinking and activity within BLM. The National Park Service, USDA Forest Service, U.S. Army Corps of Engineers, U.S. Fish and Wildlife Service, and NAI will also recognize their top interpreters and environmental educators at the ceremony. Agency directors or other officials will be asked to present the awards to the honorees.

Nominations should be submitted by **August 20, 2004**, to Amy Galperin, BLM Lead for Interpretation, at the BLM Colorado State Office, 2850 Youngfield Street, Lakewood, Colorado 80215, or by e-mail to Amy_Galperin@blm.gov. The attachment outlines nomination guidelines. We will announce honorable mention recipients and the "Excellence" Award winner at the awards ceremony.

For further information, please feel free to call Amy Galperin at (303) 239-3960 or Mary Tisdale, Manager, BLM Environmental Education & Volunteers Group, at (202) 452-0365.

Signed by:
Bob Johns
Acting Assistant Director
Communications

Authenticated by:
Barbara J. Brown
Policy & Records Group, WO-560

1 Attachment

1 - Nomination Criteria, BLM "Excellence in Interpretation or Environmental Education" Awards (2 pp)

NOMINATION CRITERIA
BUREAU OF LAND MANAGEMENT
“EXCELLENCE IN INTERPRETATION OR ENVIRONMENTAL EDUCATION” AWARDS

1. **ELIGIBILITY** - Any BLM employee involved in interpretation and/or environmental education efforts is eligible. Emphasis should be placed on actual accomplishments, rather than job assignments.

2. **PURPOSE OF THE AWARDS** - The BLM “Excellence in Interpretation or Environmental Education” Awards were created to recognize and reward outstanding contributions to interpretation and/or environmental education efforts in the BLM.

3. **NOMINATION PACKAGE** - The nomination should include the following: Nominee’s name, address, and phone number; name and phone number of BLM contact or employee’s supervisor; and a justification describing the nominee’s accomplishments. The nomination justification should be a concise description of the nominee’s program, product, or project that clearly shows why he/she deserves this award. **The justification should address the criteria below so that the nomination committee can easily compare nomination packages.**

The nomination justification should be a maximum of three single-spaced, typed pages. Up to five pages of supportive material, including photographs and letters of recommendation, may be attached. Photographs should be properly identified and mounted on 8-1/2" x 11" paper.

Please submit four copies of each nomination package. Please also include one electronic photograph of the nominee; the photograph should be a head or head/shoulders shot. Photographs of award finalists will be used in the preparation of the awards program brochure to be given out at the ceremony.

4. NOMINATION CRITERIA

Nominations will be judged on the following:

- (1) creativity and originality of the nominee’s program, product, or project;
- (2) degree to which the nominee’s program, product, or project has enhanced the public’s awareness of the cultural and natural resources of the public lands and their relationship to people;
- (3) degree to which the nominee’s program, product, or project has provided members of the public opportunities to acquire the knowledge, values, attitudes, commitment, and skills needed to protect and improve both public and private lands;
- (4) degree to which the nominee’s program, product, or project has helped BLM accomplish management goals and objectives;
- (5) degree to which the nominee’s program, product, or project has involved partners;

and

(6) degree to which the nominee has developing programs, projects, or products that are accessible and sensitive to diverse audiences.

The nominee's program, product, or project **must**:

- (1) have been completed within the preceding calendar year (but may involve a multi-year project);
- (2) have been part of the employee's official duty, rather than a personal project not sanctioned by BLM;
- **AND** ---
- (3) be a field-level program, product, or project.

5. SELECTION COMMITTEE

The selection committee will consist of: a BLM national or state lead for interpretation; a staff member from the Washington Office Recreation Group or other Washington Office resource group; the Director of the National Association for Interpretation or his/her appointed representative; the Director of the North American Association for Environmental Education or his/her appointed representative; and a staff member from the Washington Office Environmental Education & Volunteers Group.

6. SELECTION OF NOMINEES

The top four nominees will be announced by BLM directive in September; the top award winner will be announced at the awards ceremony by the BLM Director or his/her representative.