

2006 Achieving Community Excellence (ACE) CORPORATE CITIZENSHIP AWARDS

Application

Sponsored by 2004-05 Leadership Cullman County Class

NOMINATION DEADLINE: January 15, 2006

The 2004-05 Leadership Cullman County class is pleased to announce the 2006 ACE Corporate Citizenship Awards will be presented on February 16, 2006 at the Cullman Area Chamber of Commerce's Annual Meeting. The ACE awards showcase businesses that are achieving economic and social progress in Cullman County through ethical leadership, stewardship and community building activities that improve the quality of life for Cullman County citizens.

2006 ACE CORPORATE CITIZENSHIP AWARDS

The ACE Corporate Citizenship Awards will be presented in four categories:

1. Less than 10 employees
2. 10 – 49 employees
3. 50-100 employees and,
4. More than 100 employees

Awards will recognize Cullman County businesses that implement sustained corporate citizenship practices and perform specific action(s) that exemplify corporate citizenship.

Promoting Corporate Citizenship

First, the ACE awards will showcase businesses that implement the highest ideals of corporate stewardship through ethical leadership, communications, policies and practices. Companies are recognized for contributing to economic, community, and social progress as they strive for satisfactory economic performance.

Performing Corporate Citizenship

Secondly, the ACE awards will showcase businesses that perform specific community service activities that contribute to social and economic development of Cullman County.

AWARD PROCESS

Eligibility

Applicant must be a registered Cullman County business. The application is due by January 15, 2006. Applications are available on line (www.cullmanchamber.org) or by contacting the Cullman Area Chamber of Commerce.

Selection

The 2004-05 Leadership Cullman County Class will coordinate the selection process for 2006 recipients (based upon 2005 activities). The application process includes two parts valued at 100 points each. Part A is a checklist of corporate citizenship practices that promote and support continuous community citizenship. These practices are based upon standards identified by the United States Chamber of Commerce Center for Corporate Citizenship and The Center for Corporate Citizenship at Boston

College. Part B is a summary report (500 words or less) of specific citizenship activities that a business performed in 2005.

Presentation

Finalists will be notified no later than February 1, 2006 and will be asked to provide promotional photography for the awards presentation. We request that the company's CEO attend the award presentation to accept the award. Award winners will be recognized on February 16, 2006 at the Cullman Area Chamber of Commerce Annual Meeting.

2006 ACE AWARD NOMINATION FORM

Please select the category for which you are applying (based upon full & part time employees):

- Less than 10 employees
- 10 – 49 employees
- 50 - 100 employees
- More than 100 employees

NOMINEE: _____

CONTACT: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____

FAX: _____

E-MAIL: _____

(Check all that apply)

- Business is registered in Cullman County
- Business is a member of Cullman Area Chamber of Commerce (not required, considered)
- Business grants ACE Awards Committee permission to use application information for publicity purposes

NOMINATION INSTRUCTIONS

Complete and submit the nomination form and the optional supporting documentation by January 15, 2006 to:

Achieving Community Excellence
c/o Cullman Area Chamber of Commerce
PO Box 1104 Cullman, AL 35056-1104
Phone: (256) 734-0454 Toll Free: 1-800-313-5114 Fax: (256) 737-7443
E-mail: cullman@corrcomm.net

Electronic submissions are **preferred** and should be in MS Word format sent via e-mail, on CD or floppy diskette. Thank you for your nomination and good luck!

Part A: Corporate Citizenship Checklist

Companies contribute to society in many ways. They create wealth, employment provide health care and retirement benefits, invest in education, promote workforce development and fund research and development that lead to new technologies and products that improve our quality of life.

An ACE Corporate Citizen conducts business in a way that impacts Cullman County's social and economic potential over time. A corporate steward follows the letter and spirit of the law and works actively to better the community.

The goal of **Part A: Corporate Citizenship Checklist** is to identify and showcase how a business' leadership, communications, policies, practices and accountability programs can promote continuous social and economic benefits.

Check each ACE Corporate Citizenship item that is practiced by your business or corporation. (section is valued at 100 points)

1. LEADERSHIP THAT PROMOTES COMMUNITY CITIZENSHIP

(Check all that apply)

- ⊖ CEO, local management or owner(s) recognize that building strong community relationships is critical to achieving business goals
- ⊖ CEO, local management or owner(s) consider how business and operational decisions impact community groups
- ⊖ CEO, local management or owner(s) demonstrate commitment through personal example and involvement
- ⊖ Business Mission or Values statement acknowledges the importance of community citizenship to business success (attach copy if available)
- ⊖ Your company maintains community involvement even in difficult times

2. COMMUNICATIONS THAT PROMOTE COMMUNITY CITIZENSHIP

(Check all that apply)

- ⊖ A two-way communications system (formal or informal) is used to identify relevant issues, needs, expectation and concerns of company employees and community representatives
- ⊖ Your business has established relationships with (check all that apply):
 - Charitable organizations (United Way, March of Dimes etc.)
 - Advocacy groups (e.g. environmental, healthcare etc.)
 - Government agencies
 - Other companies
- ⊖ Your business engages in ongoing cooperative activities with (check all that apply):
 - Charitable organizations
 - Advocacy groups
 - Government agencies
 - Other companies
- ⊖ Employees at all levels are encouraged to build relationships with the community

- ⊖ Key employees are encouraged to take volunteer leadership positions in community organizations
 - ⊖ Company communications inform all employees of community involvement goals, programs and accomplishments
3. BUSINESS PRACTICES/POLICIES THAT PROMOTE CITIZENSHIP
- ⊖ Company practices/policies allow the use of financial, human and in-kind resources to respond to community needs, issues, and concerns
 - ⊖ Roles, responsibilities, and expectations for community involvement are communicated (formally or informally)
 - ⊖ Practices/policies are in place that recognize employee(s) community involvement activities
4. ACCOUNTABILITY PRACTICES THAT PROMOTE COMMUNITY CITIZENSHIP
- ⊖ An employee is assigned to manage community involvement
 - ⊖ The community involvement manager reports to management
 - ⊖ Employee community service activities are supported (i.e. leave time, financial incentives, etc.)
 - ⊖ Community service activities are assessed for effectiveness
 - ⊖ Your company keeps an accurate record of resources provided for community service activities
 - ⊖ Your company reports on its community service activities

Part B: Corporate Citizenship Activities (valued at 100 points)

1. Please provide a summary report (Maximum 500 words) of specific corporate citizenship activities/projects that were completed during the 2005-year.
2. In regards to your citizenship activities/projects, please provide your best estimate of the following information:
 - a. _____ Total number of employees
 - b. _____ Number of employees that participated (unduplicated count)
 - c. _____ Value of contributions (i.e. contributions, in-kind services)

3. Additional Information (optional):

Maximum of three supporting items (photographs with captions of less than 100 words, newspaper articles, newsletters, magazine articles, etc).