

**MEMORANDUM**  
**Comfort Lake-Forest Lake Watershed District**

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**To:** Board of Managers **Date:** February 21, 2019  
**From:** Mike Kinney  
**Subject:** Watershed Champion Award – Nomination Review Committee

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**Background/Discussion**

The purpose of this agenda item is to select a Board member to serve on the Nomination Review Committee for the Watershed Champion Award. The Program guidelines stipulate that the Review Committee will be made up of three Citizen Advisory Committee members, one staff member, and one Board member. Nominations for the award are due March 1<sup>st</sup> with the award(s) to be presented at the State of the Watershed Public Meeting on April 30<sup>th</sup>.

I would also like to take this opportunity to encourage the Board to submit nominations for individuals, groups, or business that they believe are deserving of the award. As discussed at previous meetings this first year of the Program will likely rely heavily on nominations from managers, staff, and volunteers for nominations until the program gains more traction with the public.

**Attached:** Watershed Champion Award Program Description and Nomination form.



# Watershed Champion Award

## Program Details - 2019

The purpose of the Watershed Champion Award is to acknowledge and honor those whose contributions to water stewardship have helped the Comfort Lake-Forest Lake Watershed District (CLFLWD) achieve its mission of protecting and improving local water resources. The Watershed Champion Award and Junior Watershed Champion Award (ages 18 and younger) will be presented annually by the CLFLWD to an individual, business, organization, or community for having demonstrated exceptional stewardship of the water resources within the boundaries of the CLFLWD. Nomination forms are available on the program web-page [www.clflwd.org/watershed-champion.php](http://www.clflwd.org/watershed-champion.php). Award recipients will be named at the annual CLFLWD State of the Watershed event in April, more information on this event can be found on the District's web-page [www.clflwd.org](http://www.clflwd.org).

## Nominations

To nominate an individual, business, organization or community for the Award please provide all the information requested on the nomination form. In order to be considered for the awards presented at the District's State of the Watershed gathering in April 2019, all nominations must be received by the deadline of March 1st, 2019. Nominations can be submitted in-person, via e-mail to [info@clflwd.org](mailto:info@clflwd.org), or mailed to the District office at 44 Lake St. South, Suite A, Forest Lake, MN 55025. Attachments that support the nomination are strongly encouraged.

## Award Criteria

Contributions to be recognized must:

- Promote stewardship of water resources within the Comfort Lake-Forest Lake Watershed District
- Demonstrate observable or measurable results toward the District's water quality goals.
- Have been implemented after January 1st, 2015

Examples of contributions include, but are not limited to: raised public awareness of a specific issue (such as responsible road salt use, groundwater conservation, invasive species, etc.), creation of water resource-friendly public policy, protection of a resource via a land trust or wetland restoration, voluntary completion of a rain garden or shoreline restoration project, or economic development that is consistent with good water resource stewardship.

## Nomination Scoring & Award Selection

### Nomination Scoring:

All nominations received by the deadline of March 1st will be scored for consideration by the Selection Committee. Nominations will be scored on a 5-point scale for each of the following criteria: Promotion of stewardship, demonstration of observable or measurable results, and overall impact.

### Selection Committee:

A five person committee consisting of one board member, one staff member, and three Citizen Advisory Committee members will review nominations and select the award recipients. Committee members will score each nomination as described above and aggregate scores will be used to help inform the Committee's decision. More than one award may be given each year. An award does not have to be given each year if no nominee meets the criteria. An award may be given to a previous winner if subsequent contributions justify doing so.

### Form of Recognition:

A plaque inscribed with the individual's name, contribution, and date of the award will be presented at the District's yearly State of the Watershed gathering in April and will thereafter be displayed permanently and prominently at the District office. The recipient's contribution will be shared with the large community through publication in the local newspapers and Districts annual newsletter. Award recipients will also receive a token of appreciation from the District related to their water resource stewardship contribution.



Comfort Lake-Forest Lake Watershed District

# Watershed Champion Award

## Nomination Form - 2019

The purpose of the Watershed Champion Award is to acknowledge and honor those whose contributions to water stewardship have helped the Comfort Lake-Forest Lake Watershed District (CLFLWD) achieve its mission of protecting and improving local water resources. The Watershed Champion Award and Junior Watershed Champion Award (ages 18 and younger) will be presented annually by the CLFLWD to an individual, business, organization, or community for having demonstrated exceptional stewardship of water resources within the boundaries of the CLFLWD. The deadline for nominations is March 1st of each year. The winners will be named at the annual CLFLWD State of the Watershed event in April. More detailed information on the awards program, including application and selection criteria, can be found on the program web-page [www.clflwd.org/watershed-champion.php](http://www.clflwd.org/watershed-champion.php)

### Nominee Information

\_\_\_\_\_  
Name of individual, business, organization or community

\_\_\_\_\_  
Contact information (phone, e-mail, or mailing address acceptable)

### Nominator Information (if different from nominee)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone

\_\_\_\_\_  
E-mail

### Award & Contribution Details

Award Category (choose one)

Watershed Champion Award (ages 18+)

Junior Watershed Champion Award

Description of contribution

Describe what the nominee has done to benefit the water resources within the CLFLWD. Please include when the contribution occurred and what waterbody was impacted.

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Questions? Contact us at (651) 395-5850 or [info@clflwd.org](mailto:info@clflwd.org)