



OFFICIAL EAGLE AWARD NOMINATION FORM

A SYMBOL OF LEADERSHIP ACHIEVEMENT

The *CareerFOCUS* Eagle Award — one of corporate America's highest accolades in executive leadership achievement — was launched in 1993 by *CareerFOCUS Magazine*™ — The Magazine Leaders Read® — to recognize exceptional leaders within corporate America. Eagle Award recipients mirror the readership demographics of *CareerFOCUS* and practice a higher standard of leadership in their business and community endeavors.

This award-winning tribute is more than an individual award. It's a statement of your company's commitment to develop and retain a diverse and inclusive team of leaders — no matter the climate. It offers you the opportunity to salute men and women who *Lead What Matters* and sustain your company's success with the highest degree of dignity, integrity, and honor.

Each of this year's winners and their nominating companies will be honored at the 18th annual red-carpet *CareerFOCUS* Eagle Awards Gala on Friday, November 12, 2010, at The InterContinental Hotel Kansas City at The Plaza.

SUBMIT YOUR NOMINATION BY JUNE 25, 2010

Nominee's Statement/General Information

Nominee's Name: _____

Current Position/Title: _____ # of years held: _____

Company/Organization Name: _____

Business Address: _____

City / State / Zip: _____

Mailing Address (if different): _____

Direct Phone: (_____) _____ Fax: (_____) _____

Office E-mail: _____

Executive Assistant's Name: _____ Phone: (_____) _____

E-mail: _____

Home Address: _____

City & State/Zip: _____

Home Phone: (_____) _____ Home/Alternate E-mail: _____

Birthplace (City & State): _____

Birth Date: _____ / _____ / _____

Which group best defines your ethnic origin?

Black/African American

Hispanic/Latino

Asian/Island Pacific

Native American

Multiracial

INSTRUCTIONS

The nominee should complete the profile questionnaire first hand and as thoroughly as possible as it will be the only means of evaluation. Please include contact information at the top of each attached page and answer every question individually. Responses such as “see above” or “same as above” will be considered incomplete. Include a high-quality, color headshot with your submission.

The official nomination form and all supporting materials should be submitted in one packet and mailed to NELI by June 25, 2010. Before starting, review the back of this form for eligibility and frequently asked questions and feel free to contact us at 913.317.2888 or nominations@neli.net if we may be of assistance. Thank you for your participation and lead well!

Career Profile

1. Describe your current responsibilities and how they impact your company’s core business.
2. What new skills or proficiencies have you acquired within the past year to keep you competitive within your industry or profession?
3. In terms of numbers, how many individuals and budgetary dollars do you manage?
4. Describe your current involvement in company sponsored activities and professional affiliations. List awards and other recognition received through your efforts.
5. Describe in detail any activity or situation related to your current position in which you have gone beyond the call of duty to assure the success of the project.
6. What would you characterize as your professional “Key to Success”?
7. What or who inspired you to choose your career field? Explain.
8. What obstacles have you faced in your career development and how have they inspired you to lead?
9. How has your presence influenced the success of your company and the people around you?

Community Service Profile

10. List organizations (civic, community, political, ethnic, religious, social) in which you are actively involved. Briefly describe your affiliation and list any awards or recognition received through your volunteer efforts.
11. In what community activity or situation did you go beyond the call of duty to assure the success of the project?

Personal Profile

12. What would you consider the most significant personal event of your lifetime? Explain.
13. Describe a personal challenge or life-changing moment, and how you have used it to guide or mentor others.
14. Tell us a humorous story from your childhood or as a young adult.
15. What do you believe your life’s purpose to be and why?
16. Outside of work, what is your greatest passion? What keeps you grounded?
17. Describe a situation in which you took a stand that was against popular opinion.
18. How does your personal life help shape your business philosophy?
19. This year’s award recognizes the commitment to *Lead What Matters*. With respect to leadership, what matters to you?
20. If you had it to do again, given what you know now, what would you do differently?
21. Describe your formal education. List degrees and certificates that you have earned or are working toward. Include the year(s) in which they were awarded and name the granting institution for each.

Company/Organization Profile

22. Describe your company’s current efforts to develop, recognize, recruit and retain high-performance leaders.
23. Describe how your company supports diversity and inclusion both internally and externally.

Nominee’s Authorized Signature

If selected as a CareerFOCUS Eagle Award winner, I understand that I will be appointed to NELI’s Eagle Roundtable Advisory Council — the distinguished body of alumni Eagle Award winners that serves as an external advisory council to NELI. I understand that my appointment is for two years following my receipt of the Eagle Award and that I am required to participate in a class project to be implemented by me and my fellow classmates. My class will select its project topic during this year’s Eagle Class Meeting and report at next year’s Eagle Roundtable Forum.

If selected, I understand that I must be present to accept my award at the Eagle Awards Gala. I agree that I will be featured in this year’s commemorative Eagle Award edition of *CareerFOCUS Magazine*. I understand that my profile will be written by the magazine’s editors using only the data and narrative content provided within my nomination materials. I agree that the information provided may become public knowledge and that neither I nor my company will have the opportunity to review content prior to publication.

If selected as an Eagle Award winner, I/my company agree(s) to pay a one-time initiation dues of \$3,000 upon notification of my acceptance. The costs covered in this fee include the first full year of my Eagle Roundtable membership dues and registration for this year’s Leadership Summit presented in collaboration with the CareerFOCUS Eagle Awards Gala. I agree that I am making a two-year commitment to NELI after my initiation year and will pay dues in the amount of \$1,000 for each of the 2 years, and for as long as I wish to receive membership benefits.

I agree that I have answered the questions herein firsthand and that the content is accurate and complete. If selected, I hereby authorize the use of my name, my company’s name, professional headshot, video recordings, and published profile for promotional use in connection with the Eagle Awards Gala and NELI. I understand that my submission will not be returned.

Nominee’s Signature _____ Date: _____

(required for nomination to be considered)

NOMINATOR'S STATEMENT

Nominator: _____
 Current Position/Title: _____
 Company/Organization Name: _____
 Business Address: _____
 City/State/Zip: _____
 Direct Phone: (_____) _____ Direct Fax: (_____) _____
 E-mail Address: _____

1. Letter of Nomination: In what capacity are you affiliated with your company's nominee, and why do you believe that this person's leadership achievements are deserving of Eagle Award recognition? Please respond on company letterhead and attach to nomination form.
2. If selected as an Eagle Award winner, your nominee will be appointed to NELI's Eagle Roundtable, thereby becoming a national representative of both NELI and your company. Is your company prepared to sponsor your nominee's annual dues, participation at NELI's Midyear Meeting and full participation in NELI's three-day Leadership Summit and Eagle Awards program?
 yes no
3. If your company's nominee is selected as an Eagle Award winner, is your company willing to sponsor representatives to attend the Eagle Awards Gala along with your honoree? yes no
4. If your nominee is selected as an Eagle Award winner, NELI will ask your company to submit a video recording in which both the nominator and the awardee may be asked to discuss leadership and describe your company's commitment to developing leaders. Do you agree to facilitate your company's production and submission of this video? yes no
5. Is your company currently under agreement for a merger or acquisition? Do you anticipate such an agreement within the next nine (9) months? yes no

Nominator's Authorized Signature

I have responded to the questions above and confirm, to the best of my knowledge, that the information provided herein is accurate and complete. I agree that if our nominee is selected, that statements from my letter of nomination may be pulled as direct quotes and used within my nominee's *CareerFOCUS* profile.

Nominator's Signature: _____ Date: _____
(Required for nomination to be considered)

Chairman's/CEO's Authorized Signature

In the event that the nominator is not your company's chairman, president, or CEO, NELI requires an authorized signature confirming that the nomination has been sanctioned by your company's highest ranking officer.

I, as chief executive, have sanctioned our company's nomination for the *CareerFOCUS* Eagle Award.

Name (please print) _____ Title: _____
 Signature: _____ Date: _____
(Required for nomination to be considered)

Corporate Liaison

This person will serve as an alternate contact for NELI. He or she should be in direct contact with both the nominee and the nominator, and have knowledge of your company's involvement in the Eagle Award nomination process.

Corporate Liaison: _____
 Current Position/Title: _____
 Company/Organization Name: _____
 Business Address: _____
 City/State/Zip: _____
 Direct Phone: (_____) _____ Direct Fax: (_____) _____
 E-mail Address: _____



Frequently Asked Questions

What is the National Eagle Leadership Institute®?

The National Eagle Leadership Institute® (NELI) is a professional network committed to promoting a higher standard of leadership in American business. NELI connects and cultivates leaders and helps organizations recognize, recruit, and retain culturally diverse professionals. To learn more, visit www.NELI.net.
Our Mission Is to Help You Lead.

What is *CareerFOCUS Magazine*™ and how is it connected to NELI?

CareerFOCUS Magazine™ — The Magazine Leaders Read® — was established in 1988 to inform, influence, and inspire a culturally diverse workforce. The magazine launched the *CareerFOCUS* Eagle Award in 1993 to salute professionals like those who grace its pages — culturally diverse men and women whose records of performance inspire others to lead. Two years later, *CareerFOCUS*' publisher established NELI as a resource for companies, executives, and students committed to setting a higher standard of leadership and cultivating recognition, recruitment, and retention initiatives for exceptional leaders.

How do past participants describe the experience?

Recipients of the *CareerFOCUS* Eagle Award have compared the Gala to the Academy Awards. Events leading up to the Gala—including NELI's Executive Leadership Exchange—encourage leadership development and promote opportunities to exchange ideas and best practices in individual and corporate leadership. According to past recipients, the most valuable result of receiving the Eagle Award is the instant network, coupled with the responsibility to lead well.

Who should be nominated for the *CareerFOCUS* Eagle Award?

High-performance executives who demonstrate consistent leadership achievement in their careers, and exemplify a passion for their communities, should be nominated for the Eagle Award. Anyone who has made an outstanding contribution to his or her company while upholding the highest degree of ethical standards, is eligible for nomination. Nominees should have worked in their career field for at least two consecutive years, and anticipate continued professional development within their nominating company/organization. Nominees must be Black/African-American, Hispanic/Latino, Asian/Island Pacific, or Native American.

What position or title characterizes most Eagle Award nominees?

Nominees generate from a wide spectrum of disciplines and industries. Often, one's title depends on the company's internal hierarchy or flow chart. Our judges note that a director in one company may have the same responsibilities as a vice president in another company. Most nominees are vice presidents. Many are executive vice presidents or partners, while still others are general managers or directors. Apart from one's title, your nominee should be accountable for individuals, projects, and an annual budget, and positively impact your company's bottom line and core business.

Who typically submits the nomination on their company's behalf?

Nominations are typically submitted by one's chairman, president, or CEO. The nominator should be a chief executive within your company, have authority to sanction your company's involvement in this program, and be familiar with the candidate's leadership achievements and merits for nomination.

How many nominations may my company submit?

One. NELI will consider only one nomination per company per year.

How many nominations does the Institute evaluate each year?

The number varies. This year we expect between 60 and 75 nominations.

How many winners are selected each year?

The number varies depending on the recommendation of the selection committee. The average class size is 20.

Who evaluates the nominations?

NELI screens the nominations internally before sending them to the selection committee. The committee is comprised of members of NELI's Eagle Roundtable Advisory Council — all of whom are previous Eagle Award winners.

What does the selection committee look for in their evaluation?

Judges seek evidence of unsurpassed corporate leadership balanced with a strong personal commitment to community service. Evidence of high integrity is heavily weighed. Also, nominees who have triumphed over adversity — and are willing to share their stories as motivational tools for others — make impressive candidates.

When can the nominee expect to hear from NELI regarding selection?

NELI will send written notification to each nominee and their nominating company 30 days after the submission deadline. In the event that additional time is required for the evaluation process, NELI will make prior contact.

May we resubmit a nomination for a candidate who did not receive the award in a previous year?

Yes, as long as your nominee meets the eligibility requirements and was not disqualified for any reason.

What constitutes disqualification?

NELI is a professional network that connects and cultivates culturally diverse leaders from under-represented ethnic backgrounds. The communities that we serve include: Black/African-American, Hispanic/Latino, Asian/Island Pacific, and Native American. Any candidate who does not identify with one of these ethnic groups may be disqualified for the Eagle Award. Other common disqualifications include, nominations mailed past the deadline, self-nominations, nominations from retired or unemployed persons, nominations without proper signatures, and those without an official letter of nomination. NELI reserves the right to refuse or disqualify nominations at its discretion.

Does it cost my company to nominate?

No. There is no nomination fee. However, your company must be willing to incur costs if your nominee is selected. Such costs include the \$3,000 initiation dues, and:

- **Video Production:** NELI will ask your company to produce and submit video footage of the Eagle Award winner and nominator for use during the awards presentation.
- **Program Participation Fees:** NELI does not offer payment provisions for program attendance. Each nominating company is financially responsible for their honoree's transportation and hotel accommodations for the Eagle Awards Gala and Leadership Summit. Costs incurred by additional guests, including the Summit registration fee, are the responsibility of the nominee or his/her company.
- **Sponsorship:** Your company will have the opportunity to sponsor the Eagle Awards Gala. Customized investment options range from a \$10,000 table to complete underwriting. For sponsorship details, please contact N. Michelle Paige at 913.317.2888 or nmpaige@neli.net.

What time and attendance commitment is required for the honoree?

All Eagle Award winners must be present to receive the award. Please carefully consider the scheduled dates for this program before submitting your nomination. Winners should block Wednesday, November 10 — Saturday, November 13 for the 18th Annual *CareerFOCUS* Eagle Awards Gala and Leadership Summit in Kansas City, Missouri. Winners should also plan to attend next year's Eagle Roundtable Advisory Council Midyear Meeting scheduled for the summer of 2011. Dates and location are to be determined.

What does the class project involve?

Each class of Eagle Award winners collaborates as a team to bring about a class project. The results of that project inspire compelling discussion or activity for the annual Eagle Roundtable Forum, as well as an in-depth article featured in *CareerFOCUS Magazine*. Each project is different, but all speak to leadership in a unique way that positively influences corporate, professional, and/or student leaders.

How often does the class meet?

NELI schedules two face-to-face class meetings in which to plan the class project. The first is during the Eagle Awards Gala timeframe — at which the project and class leadership are selected. The second is during the summer months at the annual Eagle Roundtable Leadership Retreat. Additional meetings (typically, via conference call) are scheduled by the class on an as needed basis.

How does one become a member of NELI?

General membership is available to professionals who attend NELI's Executive Leadership Exchange and pay annual dues. Other membership categories include corporate membership (activated through a corporate partnership with NELI), college/university membership (those institutions that participate in NELI's Corporate Bound Academy™), and Eagle Roundtable membership (reserved for Eagle Award winners). All Eagle Award winners are automatically appointed to the Eagle Roundtable after accepting the Eagle Award.

Is NELI affiliated with any other not-for-profit organization?

No. NELI operates autonomously, with support from corporate partners. Occasionally, the Institute will partner with other professional organizations in the presentation of smaller events.

May we submit our nomination electronically?

Yes. The nomination form is available as a Word or PDF document at www.NELI.net. You may e-mail your completed nomination to N. Michelle Paige, NELI's vice president and director of programs, at nmpaige@neli.net. Please call us at 913.317.2888 if we may be of assistance.