

Creativity is
thinking up
new things.

Innovation is
doing
new things.

Thomas Leith

ADDP's 2019 *LEAD!* Conference & Expo Innovation and Creativity Award



NOMINATION PACKET

The theme of the 2019 *LEAD!* Conference & Expo is Innovation and Creativity. We are looking for examples of **creative ideas that turned into action** and resulted in **a positive, significant change** that had a direct impact on **either**:

- an individual served;
- an agency, system, or process within your organization; or
- the community at large.

Do you know of an example? If so, then please read on:

NOMINATION GUIDELINES

Category

You can only submit your nomination to **one of the three categories** noted above (i.e., individual served; an agency, system, or process within your organization; or community at large); you can't check off multiple categories.

Eligibility of Nominee(s)

1. Must be currently employed by an ADDP member organization
2. Can be a person or a group of people if all are involved in the innovation

Approval

All nominations must be approved by the Executive Director of your agency.

Criteria

Winning applications should meet one or more of the following criteria.

- *Quality*. Increases quality of service to a supported individual; improves the service of an agency as a whole, program, or service type; or impacts the community as a whole.
- *Efficiency*. Contributes to a more effective process(es).
- *Cost Effectiveness*. Adds value to the agency as a whole, program, or service type while containing or reducing costs.
- *Replication*. Ability to reproduce in part or whole by other community-based provider organizations.
- *Creativity*. The innovation is original and creative.
- *Timeliness*. The innovation is not more than two years old.

Suggested Information

When completing nomination, be as specific as possible and provide details.

For example:

- If the innovation resulted in a cost savings, how much and for how long? Statistics are key.
- If the innovation is a new solution to an old problem, detail the before and after as much as possible. If there are photos that help support this, all the better to include!
- If the innovation was inspired by a person, place or thing, be as specific as possible (again, pictures please).

Nomination Process

1. Submit a "Innovation and Creativity Award" nomination form by **March 1, 2019**
2. Write support letter (approx. 150-200 words) OR record a two (2) minute video (smart phone is okay) describing why nominee(s) should get this award. This should be submitted, along with the form, by **March 1, 2019**
3. Incomplete submissions will not be considered.
4. If you have questions, contact ADDP at robinfarrington@addp.org or 508-405-8000.

Selection Process

1. The ADDP Conference Committee will select **up to three (3) winners across the categories** (i.e., Individual Supported; Agency, System, or Process within your organization; Community at Large)
2. Winners (and nominators, if different) will learn results via email by March 11, 2019.
3. Honorees will be invited to attend the conference free of charge to receive award.

Expectation of Winners

4. Winners will need to submit a high-quality electronic photo **by 3/18/2019** for the event program book.

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ADDP's 2019 *LEAD!* Conference & Expo

Innovation Award NOMINATION FORM



Nominator Information

Name and title:

Organization and address:

Email: _____ Phone: _____

Relationship to nominee:

Nominee Information

Name and title:

Type of program nominee works (Residential, day, employment, etc.):

Organization and address:

Email: _____ Phone: _____

Nomination is for Innovation and Creativity that had an impact on (select only one):

An Individual Served Agency, System, or Process within your Organization Community at Large

Nominee works in following DDS region (circle):

Northeast

Metro/Boston

Southeast

Central/West

Has nominator's executive director approved the nomination?

Yes

No

Note: *If nominator is NOT an executive director, we ask that you check with your executive director because the agency executive director approval is required. ADDP will follow-up with agencies to confirm executive director approval for finalists only.*

Written Requirement by Nominator

Submit a letter of support describing why nominee should get this award. Email it, along with completed nomination form, to robinfarrington@addp.org by March 1, 2019 and **include “Innovation and Creativity Award” as email subject heading.**

REMINDER: BE AS SPECIFIC AS POSSIBLE! NUMBERS, STATISTICS (IF APPLICABLE) WILL REALLY SUPPORT YOUR NOMINATION. YOUR LETTER OF SUPPORT SHOULD CLEARLY HIGHLIGHT AT LEAST ONE OF THE REQUIRED CRITERIA ON PAGE 2 OF THE GUIDELINES