



Facing Race Ambassador Award

For leadership in creating a racially equitable community
Request for Nominations – Deadline: December 7, 2011

Vision

The Facing Race Ambassador Award is an annual award made by The Saint Paul Foundation that celebrates and honors the leadership of individuals working toward racial equity. The award is part of the **Facing Race We're All In This Together®** anti-racism initiative of The Saint Paul Foundation, which seeks to create a community in which everyone feels safe, valued and respected.

In 2012, the Foundation will name:

- One Award recipient for work focused in the East Metro (Dakota, Ramsey and Washington counties)
- One Award recipient for work focused anywhere in Minnesota
- Up to three Honorable Mentions for work focused anywhere in Minnesota

Nominating criteria

- Nominees must be actively engaged in creating a racially equitable community. This means that the work must address racism directly. Examples of work can include working to reduce racism at the individual and/or institutional levels through education, direct action or increased dialogue and understanding.
- Nominees must work with or through an organization(s). Nominees may work in either a paid or volunteer capacity.
- Both adults and youth may be nominated.
- Nominators must notify nominees and receive consent prior to submitting an application.
- Individuals may not nominate themselves.
- Individuals may not be nominated in two consecutive years. A second nomination is welcome if there has been at least one year in between nominations.
- Former Facing Race Ambassador Award recipients are ineligible for consideration.
- Former Facing Race Ambassadors (Honorable Mentions) may be nominated again if there has been more than one year between nominations. Please do not hesitate to contact staff to help you determine whether your nominee is eligible.
- Staff and board members of The Saint Paul Foundation and the Facing Race Advisory Committee are ineligible for consideration.
- Incomplete applications will not be considered.

Cash Award

Award recipients for the East Metro award and Minnesota award may each direct a total cash award of \$10,000 to a nonprofit(s) or public entity (entities) to further work in creating racial equity in the East Metro area or Minnesota, depending on which award is conferred. Each recipient and the Foundation must jointly agree on the designee of any cash award. Honorable Mention recipients may each designate a cash award of \$1,000 to a nonprofit or public entity to further work in creating racial equity in Minnesota. Each Honorable Mention recipient and the Foundation must jointly agree on the designees of any cash awards.

Award Ceremony

The two Ambassador Award recipients and Honorable Mentions will be recognized at an event held the evening of **April 23, 2012**. If an Award Recipient or Honorable Mention is unable to come to the event, a designee may be sent in his or her place.

Selection Process

Selection of recipients and ambassadors is competitive. Foundation staff will initially screen the applications to ensure that the applications meet the nominating criteria. A diverse panel of volunteers then will rate all the applications on the selection criteria and select nominees to recommend. Their selection will be confirmed by the board chair of The Saint Paul Foundation.

Selection Criteria

Applications will be rated on the following criteria:

1. Degree to which the nominee's work helps to address racism and promote racial equity. This rating will be made in the context of the position the nominee holds (e.g. whether the nominee works in a paid or volunteer capacity).
2. The individual's accomplishments in 2010 and 2011 toward creating a more racially equitable community.
3. Degree to which the individual's accomplishments benefit the geographic area of the award. For the East Metro award, the designated geographic area includes Dakota, Ramsey and Washington counties. For the Minnesota award, the designated geographic area is anywhere within the state of Minnesota.

Submission Process

Please submit the following:

- Completed application cover sheet and narrative of no more than three pages (please use the electronic template that is available online)
- Nominee biography of no more than one-page (optional)
- Up to two brief supporting documents (optional)

Please mail your application to:

Facing Race Ambassador Award
The Saint Paul Foundation
55 Fifth Street East, Suite 600
Saint Paul, Minnesota 55101

Applications must be postmarked by December 7, 2011.

Notification

Nominees will be notified of the status of their nomination in February 2012.

Questions

If you have any questions or would like guidance in filling out the application, please contact Rowzat Shipchandler at 651.325.4270 or rowzat.shipchandler@mnpartners.org. Additional copies of this document can be downloaded at www.FacingRace.org.

Tips for completing the application:

The applications will be screened by Foundation staff and reviewed by a panel of volunteers. Reviewers can only evaluate the nominees based on the written materials provided. The following tips will help you complete an application that includes all the relevant information:

- Begin the application three to four weeks ahead of time to ensure that you have sufficient time to put together a nomination that describes the nominee's work.
- Please make sure to *explicitly* answer *each* narrative question – this is the most important information used by reviewers to make their decisions.
- Please contact your nominee to make sure that you have the most descriptive and accurate information.
- Please do not hesitate to call the staff person listed as the contact in this Request for Nominations for guidance in completing your application. Staff can help you determine whether your nominee is eligible, provide helpful feedback and answer questions.
- Please be as specific as possible when describing the work of the nominee. For example, list the cities in which highlighted activities took place, list the month and year of specific activities and/or detail the impact of the activity or the number of people served.
- The nomination will be specifically rated on work that occurred in 2010 and 2011, and it is important to be specific about when the work happened. You are welcome to also include information from work that occurred prior to 2010 and 2011 if this additional background will help the reviewers understand the context of the nominee's work.

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**Mail to: Facing Race Ambassador Award – The Saint Paul Foundation
55 Fifth Street East, Suite 600 – Saint Paul, MN 55101**

Nominee Information

Name of Nominee	
Title (if applicable)	
Nominee's Organization	
Street Address	
City, State, Zip	
Phone Number	
Email Address	
The nominee is a/an:	<input type="checkbox"/> Youth or <input type="checkbox"/> Adult
Parent or guardian's name, phone number, address and e-mail, if the nominee is under the age of 18	
Which organization (nonprofit or public entity) will the nominee designate for the cash award?	
This nominee should be considered for the:	<input type="checkbox"/> Minnesota Award <input type="checkbox"/> East Metro Award <input type="checkbox"/> Both Awards

Nominator Information

Name of Nominator	
Title (if applicable)	
Nominator's Organization	
Street Address	
City, State, Zip	
Phone Number (with area code)	
Email Address	
Briefly describe your relationship with the nominee.	
I have contacted my nominee and have permission to submit this nomination.	<input type="checkbox"/> Yes

Facing Race Ambassador Award
Narrative Questions
Deadline: December 7, 2011

The narrative should be no more than three pages (typed and single-spaced).

1. Name the nominee, describe where the person works or volunteers and describe his/her role in the organization.

2. Describe how the nominee's work helps to create a more racially equitable community.

3. Describe the 2010 and 2011 accomplishments of the nominee toward creating a racially equitable community.

4. Describe the degree to which the nominee's accomplishments benefit the designated geographic area of the East Metro (Dakota, Ramsey and Washington counties) or Minnesota. If you would like your nominee to be considered for both awards, please include information about both geographic areas and please make sure to specify the geography to which you are referring.
 - East Metro impact (if applicable)

 - Minnesota impact (if applicable)