DATE: April 1, 2017

TO: DTA Membership

FROM: DTA Board of Directors
Jacque Senger, Executive Director

RE: DTA Annual Awards at Grand Forks, ND
2017 Annual Conference

Attached please find the applications and criteria for the DTA annual awards to be presented at the Fall Conference in Grand Forks, ND. This is a great time to recognize individuals in our organization, as well as those supporting public transit, for their dedication, great service and talents.

Please take the time to complete any or all the applications pertaining to your agency. Each nomination must contain both the nomination form and a one page letter of recommendation. You all have someone in your organization or a friend of transit who is deserving of one of the awards. You can make some great memories for one of your staff or friends of our transit world.

LIST OF AWARDS PRESENTED TO EACH STATE:

INNOVATIVE TRANSIT AGENCY OF THE YEAR

DRIVER OF THE YEAR

FRIEND OF TRANSIT

ABOVE AND BEYOND

OUTSTANDING SUPPORT STAFF OF THE YEAR

Submit to: Jacque Senger, Executive Director, PO Box 651, Devils Lake, ND 58301 or e-mail to jacquelinesenger@gondtc.com by July 14, 2017. No late postmarked applications will be accepted.
2017 Innovative Agency of the Year
Nomination Form

The Dakota Transit Association is pleased to announce the Innovative Agency of the Year award. We will be presenting two awards, one for North Dakota and one for South Dakota. The Innovative Agency of the Year award is an excellent means for your agency to promote its outstanding talents or skills. The Board of Directors will make the selection based on the nominations. You do not have to be the biggest and most aggressive agency to win this award, but you must be a DTA member.

Here are some example activities that could qualify your agency for this award:

- Overcame a major obstacle, barrier, or stumbling block
- Initiated a new or improved service
- Innovated a coordination program
- Improved or expanded service and funding revenue or source
- Implemented a new technology or expansion
- Conducted an innovative training program or activity
- Display an above average degree of professionalism which is exemplified by excellent public relations, increased ridership and sets an example for others to follow

In other words, any activity that goes above and beyond the normal workday requirements of a transit organization.

The Innovative Agency of the Year award will be given out at the 2017 Fall Conference in Grand Forks, ND. The individual who nominates the winner of the Innovative Agency of the Year will be notified by the Executive Director by the 28th of July, 2017.

Please use this form along with your letter of recommendation. Please submit the application no later than July 14, 2017, to Jacque Senger, Executive Director, PO Box 973, Devils Lake, ND 58301 or e-mail to jacquelinersenger@gondtc.com. No late postmarked applications will be accepted.

Innovative Transit Agency: _________________________________
Address: _____________________________________________________________________
Director: ____________________________________________________________________
Agency Phone #:__________________________ Fax:_______________________________
Email Address_________________________________________________________________
The Dakota Transit Association is proud to sponsor its Driver of the Year award. The purpose of this award is to recognize an outstanding driver whose service has enhanced public transportation in his/her community.

The Drivers of the Year from North and South Dakota will be recognized at the 2017 Fall Conference in Grand Forks, ND. All nominees will receive a certificate of recognition from the Dakota Transit Association.

The DTA Board of Directors will choose the North and South Dakota Driver of the Year based on the following:

1) Drivers that qualify for this award must display a positive image for public transit.
2) Drivers must have an excellent driving record.
3) The transit agency submitting the nomination must be a member of DTA.
4) A one page letter of recommendation written by the transit director must accompany this form. No other attachments will be considered.

The Driver of the Year Award will be given out at the 2017 Fall Conference in Grand Forks, ND. Your agency will be notified of the winner by the Executive Director by the 28th of July, 2017. It will be the responsibility of the agency to arrange for the Driver of the Year to be present for the awards presentation.

Please use this form along with your letter of recommendation. Please submit the application no later than July 14, 2017, to Jacque Senger, Executive Director, PO Box 973, Devils Lake, ND 58301 or e-mail to jacquelinesenger@gondtc.com. No late postmarked applications will be accepted.

Director’s Name: _____________________________________________________________
Driver’s Name: _____________________________________________________________
Transit Agency: _____________________________________________________________
Address: ___________________________________________________________________
Agency Phone #: __________________ Fax#: _________________________________
Email Address: _______________________________________________________________
The Dakota Transit Association is pleased to announce the Friend of Transit award to an individual from both North and South Dakota. The Friend of Transit award is an excellent opportunity for your agency to promote an individual who has done an outstanding job supporting transit in your community or state. The Board of Directors will make the selection based on the nominations.

Here are some examples of the types of individuals, businesses or agencies as well as the activities that would qualify them for this award:

- City mayors for their strong support (i.e. supported donating land for projects, increased services, increased local funding)
- County commissioners (same as above)
- State & federal legislators
- Retired state employees or public officials
- Any individual who is a strong supporter of your transit agency
- An unpaid volunteer
- An individual or other agency who has promoted coordination, cooperation, or assisted with raising local financial share or transit awareness
- Cannot be an individual who is employed or paid by a transit entity

Your agency will be notified of the winner by the Executive Director by the 28th of July, 2017. It will be the responsibility of your agency to arrange for the Friend of Transit to be present at the 2017 Fall Conference in Grand Forks, ND.

Please use this form along with your letter of recommendation. Please submit the application no later than July 14, 2016 to Jacque Senger, Executive Director, PO Box 973, Devils Lake, ND 58301 or e-mail to jacquelinesenger@gondtc.com. No late postmarked applications will be accepted.

Friend of Transit Name: ___________________________________________________

Transit Agency: ________________________________________________________

Transit Director: _________________________________________________________

Address: __________________________________________________________________

Agency Phone #:__________________________ Fax#:_____________________________

Email Address: ____________________________________________________________
2017
Above and Beyond Award
Nomination Form

Sure-Lok is the proud sponsor of the “Above and Beyond” award for North and South Dakota. This award was created to honor a staff person or system that has exhibited extraordinary dedication and devotion to transporting people with special needs. The purpose is to honor a driver who has performed in an outstanding manner (ABOVE and BEYOND) and has shown care and concern for passengers with special needs. This award will be presented at the 2017 Fall Conference in Grand Forks, ND. The Board of Directors will make the selection based on the nominations.

Criteria is:
- Demonstrates sensitivity toward individual with special needs
- Takes time on a regular basis to create a safe & secure environment for special needs passengers
- Properly secures the mobility aid and occupant restraint
- Must not have had a chargeable accident within the last 36 months

Nominations:
- Include years of service
- Can include compliments/commendations from riders

Your agency will be notified of the winner by the Executive Director by the 28th of July, 2017. It will be the responsibility of your agency to arrange for the Above and Beyond Award Winner to be present at the 2017 Fall Conference in Grand Forks, ND.

Please use this form along with your letter of recommendation. Please submit the application no later than July 14, 2017 to Jacque Senger, Executive Director, PO Box 973, Devils Lake, ND 58301 or e-mail to jacquelinersenger@gondtc.com. No late postmarked applications will be accepted.

Nominees Name: ________________________________________________________
Transit Agency: ____________________________________________________________
Transit Director: ___________________________________________________________
Address: __________________________________________________________________
Agency Phone #: ____________________________ Fax #:____________________________
Email Address:  _______________________________________________________________
2017
Outstanding Support Staff
Nomination Form

The Dakota Transit Association is pleased to announce the Outstanding Support Staff award to an individual who exhibits exceptional leadership and provides input and direction for all agency staff. The Outstanding Support Staff award will be an excellent opportunity for your agency to promote an individual who has done an outstanding job representing your agency. We will be presenting two awards, one for North Dakota and one for South Dakota. This award is open to all support staff members except your drivers. The Board of Directors will make the selection based on the nominations.

Here are some criteria that would qualify the recipient for this award:

- Customer service
- Problem solving creativity
- Verbal communication skills
- Professionalism
- Represents your agency and the transit mission in an exceptional manner

Your agency will be notified of the winner by the Executive Director by the 28th of July, 2017. It will be the responsibility of your agency to arrange for the Outstanding Support Staff award winner to be present at the 2017 Fall Conference in Grand Forks, ND.

Please use this form along with your letter of recommendation. Please submit the application no later than July 14, 2017 to Jacque Senger, Executive Director, PO Box 973, Devils Lake, ND 58301 or e-mail to jacquelinesenger@gondtc.com. No late postmarked applications will be accepted.

Outstanding Support Staff: ______________________________________________________

Transit Agency: ______________________________________________________________

Transit Director: ______________________________________________________________

Address: ____________________________________________________________________

Agency Phone #:___________________________ Fax #:_____________________________

Email Address:  ______________________________________________________________