



— San Antonio —  
WOMEN'S HALL OF FAME

## NOMINATION PROCESS AND CRITERIA

*PLEASE READ ALL INFORMATION CAREFULLY BEFORE BEGINNING THE NOMINATION PROCESS.*

The San Antonio Women's Hall of Fame was established in 1984 to honor outstanding women who have contributed substantially to San Antonio and/or Bexar County. The women selected for induction into the San Antonio Women's Hall of Fame must have made significant contributions to San Antonio and/or Bexar County and have demonstrated their support to women. Nominations for recognition may be made by individuals or groups. The nominee must be a woman living, not previously inducted in the San Antonio Women's Hall of Fame, and residing in San Antonio and/or Bexar County or in one of the six (6) contiguous counties: Atascosa, Comal, Guadalupe, Kendall, Medina or Wilson.

### Nomination Categories

**Agriculture & Ranching** – Involvement in farming or related agricultural activities such as production, marketing, research, law, finance and banking.

**Athletics** – Involved in amateur or professional athletics, coaching or administration.

**Business & Finance** – Involvement in banking, business ownership, investments or finance.

**Civic Leadership** – Service on the local, state or federal level that has advanced the quality of life for the residents of San Antonio and/or Bexar County.

**Communications** – Involvement in public relations, media, marketing, advertising or related fields.

**Creative Arts** – Involvement in visual, performing, media or literary arts.

**Education** – Involvement, service, advocacy or policy making in education at the early childhood through grade 12 level.

**Education (Higher Education)** – Involvement, service, advocacy or policy making at the college/university level.

**Health Professions** – Involvement in health occupations or health related issues.

**Innovation** – Envisioned, developed and implemented a new idea with potential for benefiting the community and society in general.

**Law** – Involvement in the legal field.

**Military** – Service in a branch of the armed forces.

**Public Service** – An official who has served or is serving by election, appointment or employment in a governmental position.

**Science** – Architects, engineers, environmentalists, researchers.

**Technology** – Database, Information Management, Internet, Hardware/Software development, Systems Analysts.

**Volunteerism** – Involvement, in an **unpaid** capacity, in a notable effort that has had a major impact on San Antonio and/or Bexar County.

# Nomination Instructions

To nominate a woman for the San Antonio Women's Hall of Fame, the nomination should include the following three elements:

- 1. Nomination Form:** The nomination form should be completed in full and signed by the nominator and nominee.
- 2. Nomination Letter:** A brief letter describing the nominee and the reasons that she should be considered for induction into the SAWHOF should be included in the nomination. It can be authored by someone other than the nominator.
- 3. Nomination Criteria:** A write-up that addresses the criteria below should be included. Each criterion should be discussed in the order outlined below with headings to separate each section. This write-up should not exceed four pages.

**Please note: Nomination applications must be completed in full for consideration and must be typewritten or computer-generated on one (1) side of the page only. Handwritten applications will not be considered.**

## Nomination Criteria Scoring

Each criterion shall be addressed in relation to the nominee's significant contributions to San Antonio and/or Bexar County.

- 1. Accomplishments:** Describe the nominee's personal accomplishments and level of educational attainment in the category of nomination. (30 points)
- 2. Women Helping Women:** This is a major criterion evaluated in the application review process. Describe how the nominee's professional or volunteer efforts have advanced other women and have helped women in such areas as their educational career choice, employment opportunities, and/or other conditions for advancement. (30 points)
- 3. Career/Professional Activities:** Discuss the nominee's outstanding accomplishments in her career. (30 points)
- 4. Awards and Honors:** List significant awards and honors achieved during the past five (5) years. (10 points)

## Nomination Submission Checklist

The checklist below has been provided for your convenience prior to submission of nomination materials.

1. Is the information specifically requested in the instructions above complete?
2. Has the nomination form been signed by nominator and nominee?
3. Is one (1) category of nomination designated?
4. Is a brief nominator's letter enclosed?
5. Is nomination criteria typewritten or computer generated?
6. Is nomination criteria limited to four (4) pages or less in length?

## DATES FOR SUBMISSION

Opening date for the nomination process is September 1, 2016. Nominations must be received by October 10, 2016.

Completed paper applications should be mailed to:

**Mary Rose Brown**, *First Vice President, Chair of the Honoree Selection Committee*  
San Antonio Women's Hall of Fame | P.O. Box 461104 | San Antonio, Texas 78246

Completed electronic applications should be submitted by email to: [maryrose.brown@nustarenergy.com](mailto:maryrose.brown@nustarenergy.com).