2020 Southwest ESOP Chapter Awards Program

The Southwest Chapter honors corporate members whose recent accomplishments exemplify the company’s commitment to employee ownership. Each winner will receive an attractive plaque with award designation and the company’s name. The plaque can be displayed at any location that the winning companies deem appropriate. The list of award winners will be prominently displayed at Southwest Chapter events throughout the year and will be listed on the Southwest Chapter website. In addition, the winning companies will have the opportunity to display their accomplishments and/or their products at the annual awards luncheon.

Announcement of the awards will occur at the 22nd Annual Awards Luncheon, which will be held in conjunction with The Southwest Chapter Spring Conference on Friday, March 6, 2020 at the Marriott Courtyard, Grapevine, Texas.

Awards will be given in the following categories:

1. ESOP Company of the Year
2. Employee Owner of the Year
3. Communication Excellence
4. Most Effective ESOP Committee

The “ESOP Company of the Year” and “Employee Owner of the Year” award winners will be submitted as the Southwest Chapter’s nominees for national awards; which are recognized at the ESOP Annual Conference in Washington, DC in May 2020. The Employee Owner of the Year and the Company of the Year will each receive a free conference registration.

Historically most award entries are made directly by the member company. However, it is acceptable for a member ESOP Company or professional member to nominate, with their permission, another member company for an award.

**Judging Criteria:** The judges will look for the following qualities from each entry as applicable:

* Encouragement of ownership attitudes
* Integration of the ESOP into the fabric of the company
* Ability of material to convey concepts of employee ownership to employees
* Amount of employee involvement in implementing material/activity
* Amount of communication efforts
* Involvement and support of employees in communication efforts
* Individual achievement which exemplifies an employee-owner
* Creative use of ideas
* Technical quality
* Contribution to Southwest Chapter activities by ideas, effort, and attendance

2020 Southwest ESOP Chapter Awards

**ESOP Company of the Year**

The ESOP Company of the Year is a company that has a commitment to employee ownership, as evidenced by its 1) Involvement with the ESOP Association and its programs, 2) Communications with employees, and 3) Commitment to the Vision of the ESOP Association that endorses employee participation, wealth creation, and individual dignity and worth. The company should be financially solvent and should have had more than one or two years of sponsoring an ESOP. It is not necessary that the company have any style of management, such as “work teams,” “TQM,” “employee committees,” etc., but overall there is an understanding that by some manner, the majority of employees feel a sense of ownership, and/or that the ESOP is important to the company and all individuals in the company.

**Employee Owner of the Year**

The Employee Owner of the Year should be an employee below the level of senior management. Given the vast diversity of companies in the Association, it might be exclusionary to limit the award to an “hourly” employee. To limit the award to “non-management” might create some confusion, as different employees and companies have varying views of who is and who is not management. However, despite the lack of a firm rule that states the employee has to be an hourly or non-management employee, these two terms can be general guides for the selection process.

The individual should be active in the employee ownership activities of the company and/or activities of The ESOP Association where appropriate. For example, serving on the ESOP Committee, on the employee advisory committee, contributing to a company publication, helping with Employee Ownership Month observances, and leading fellow employees to a better understanding of the ESOP and employee ownership are all examples, but by no means the total list, of activities that might cause an individual to be considered. Other activities to be considered are: attending chapter meetings, helping with chapter meetings or activities such as a letter to an elected official, attending Association meetings such as the employee owner retreat, national conference, and/or participating in the programs as a panelist, facilitator, etc.

In reviewing all these items, however, the selectors should keep in mind the overwhelming criteria revolves around the person's overall contribution as a “good citizen” in the company where he or she works.

**Communication Excellence**

This category recognizes outstanding communication programs of Southwest Chapter members who show a commitment to ESOP communications. Winners will be selected for awards for outstanding communications in areas such as internal communication, external communication, printed materials, website, intranet, audio/visual, employee ownership month poster, special event, etc.

**Note:** The Southwest Chapter Awards Program is separate from The ESOP Association’s Annual Awards for Communication Excellence (AACE) Program. Southwest Chapter members are encouraged to also participate in the AACE program. More information on the AACE Program can be found on The ESOP Association’s website.

**Most Effective ESOP Committee**

This award recognizes the most effective ESOP Committee of a Southwest Chapter Member Company. The Award will consider the committee’s activities and programs for promoting the ESOP in their company.

Please read the following carefully:

Although your materials will be handled carefully, The ESOP Association, the Southwest Chapter and/or the Chapter Awards Chair is not responsible for loss. Please do not send anything you cannot replace. Entering gives permission to publish on paper or on the web, company name and address, i.e. as in a Winner’s List.

To make your entry complete the attached 2020 Awards Entry Form (you may make entries in all four categories). All entry forms must be received by February 10, 2020. Remember to use a mailing service that can be tracked!

Entries must be RECEIVED by February 10, 2020

Send entries to:

Wendy Lankes, Chapter Awards Chair

5795 Cedar Tree Circle, Guthrie, OK 73044

If you have questions, please call or send an email to:

Wendy Lankes, Chapter Awards Chair

210-610-0111

Wendy.Lankes@ascensus.com

**Southwest Chapter of The ESOP Association**

2020 Award Entry Form

ESOP Company of the Year

The winner will be announced during the 2020 Chapter Awards Luncheon. The winner will also become the Chapter’s nominee for the 2020 National ESOP Company of the Year Award presented during the May 2020 Annual Conference in Washington, DC (free registration included).

Contact Information

Company Name

Contact Person Title

Phone Email

Year ESOP Established ESOP Participants # Stock in ESOP %

Type of Business

On additional pages, answer the following questions. DO provide details and whenever possible give specific examples. DO NOT submit photos or binders. LIMIT: nominations must be no longer than 3 pages total in addition to this form.

1. How has the ESOP’s economic value been maximized for the benefit of the employee-owners?
2. How are the employee-owners made to feel, act and respond like the owners they are? How has this resulted in the increased productivity and profitability of the company?
3. Has the Company been active in the Chapter or national level of The ESOP Association? Is the Company active in the local Chamber of Commerce or other business groups?
4. What does the Company do to promote the ESOP concept to the general community in which it is located?

Return entry forms by February 10, 2020, to:

Wendy Lankes, Chapter Awards Chair Wendy.Lankes@ascensus.com

5795 Cedar Tree Circle, Guthrie, OK 73044 \* Phone (210) 610-0111

Materials will not be returned unless requested.

Return my entry: Yes \_\_ No \_\_

**Southwest Chapter of The ESOP Association**

2020 Award Entry Form

Employee Owner of the Year

Please Note: Nominees must be in non-management or non-executive positions.

The winner will be announced during the 2020 Chapter Awards Luncheon. The winner will also become the chapter’s nominee for the 2020 National Employee Owner of the Year Award presented during the May 2020 Annual Conference in Washington, DC (free registration included).

Contact Information

Nominee

Nominee’s Title/Position

Company Name

Contact Person Title

Phone Email

Nominated by (trustees, supervisor, board, etc.)

Year ESOP Established ESOP Participants # Stock in ESOP %

Type of Business

On additional pages, answer the following questions. DO provide details and whenever possible give specific examples. DO NOT submit photos or binders. LIMIT: nominations must be no longer than 3 pages total in addition to this form. Nominees must be in non-management or non-executive positions at the Company.

1. How has the employee-owner contributed to the increased productivity and profitability of the Company?
2. How has the employee-owner promoted the ESOP to his/her fellow employee-owners?
3. Has the employee owner participated in Chapter or national events of The ESOP Association?
4. What has the employee-owner done to promote the ESOP concept to the general community in which the Company is located?

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Wendy Lankes, Chapter Awards Chair Wendy.Lankes@ascensus.com

5795 Cedar Tree Circle, Guthrie, OK 73044 \* Phone (210) 610-0111

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Return my entry: Yes \_\_ No \_\_

**Southwest Chapter of The ESOP Association**

2020 Award Entry Form

Communication Excellence

This award recognizes the benefits to ESOP companies of all sizes, achieved through their communication of the value and importance of ESOPs using a variety of media. Multiple entries from the same company are permitted. Depending upon the number of submissions and the size of the companies, winners may be selected from sub-categories such as internal communication, external communication, printed materials, website, intranet, audio/visual, employee ownership month poster, etc. Please nominate a specific project, not your overall communications program.

**You are encouraged to nominate eligible communication projects for national AACE awards.** **If your company makes a submission for an AACE Award, you may submit a copy of the AACE submission to the Southwest Chapter along with this Award Entry Form.**

Winners will be announced during the 2020 Chapter Awards Luncheon.

Contact Information

Company Name

Contact Person Title

Phone Email

Year ESOP Established ESOP Participants # Stock in ESOP %

Type of Business

Name of Nominated Project

Type of Media Submitted: \_\_ Print \_\_ Video \_\_ Website \_\_ Audio \_\_ Other

Media is: \_\_ enclosed \_\_website address

Communication audience: \_\_ internal (company focused)

 \_\_ external (community or customer focused)

\_\_\_\_\_ A copy of my company’s submission for an AACE Award is attached.

Return entry forms by February 10, 2020, to:

Wendy Lankes, Chapter Awards Chair Wendy.Lankes@ascensus.com

5795 Cedar Tree Circle, Guthrie, OK 73044 \* Phone (210) 610-0111

Materials will not be returned unless requested.

Return my entry: Yes \_\_ No \_\_

**Southwest Chapter of The ESOP Association**

2020 Award Entry Form

Most Effective ESOP Committee

This award will be presented to an ESOP Committee that has coordinated activities to educate and motivate their fellow employee owners. The winner will be announced during the 2020 Chapter Awards Luncheon.

Contact Information

Company Name

Contact Person Title

Phone Email

Year ESOP Established ESOP Participants # Stock in ESOP %

Type of Business

Name of Nominated Project

Committee Members # Fiduciary Responsibilities? \_\_ Yes \_\_ No

On additional pages, answer the following questions. DO provide details and whenever possible give specific examples. DO NOT submit binders. ONE photo may be included with this nomination. LIMIT: nominations must be no longer than 3 pages in addition to this form.

1. Provide a brief description of the ESOP Committee participants and their responsibilities.
2. How do Committee members become educated about ESOPs in general and the Company ESOP in particular?
3. How does the Committee educate their fellow employee-owners about the Company ESOP?
4. What does the Committee do to encourage an ownership attitude among their fellow employee-owners?
5. With regard to the general community in which the company is located, how does the Committee educate the community about ESOPs or promote the ESOP concept?

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Wendy Lankes, Chapter Awards Chair Wendy.Lankes@ascensus.com

5795 Cedar Tree Circle, Guthrie, OK 73044 \* Phone (210) 610-0111

Materials will not be returned unless requested.

Return my entry: Yes \_\_ No \_\_