

2018 SDHF Ruby Awards Nomination Form

Please complete this form and return it along with any attachments to [Sarah Buchanan](#),
Director of Events and Membership by **Friday, February 16, 2018**.

All information in **bold** must be filled out completely to be considered. [Click here for the categories information](#).

GENERAL NOMINEE INFORMATION

1. Award category: (Select One)

- | | |
|--|--|
| <input type="checkbox"/> Outstanding Resident Leader | <input type="checkbox"/> SDG&E Environmental Award: Retrofit |
| <input type="checkbox"/> Outstanding Service to Residents | <input type="checkbox"/> SDG&E Environmental Award: New Construction |
| <input type="checkbox"/> Outstanding Advocate | <input type="checkbox"/> CSH Supportive Housing Award |
| <input type="checkbox"/> Outstanding Development Partner | <input type="checkbox"/> Innovations Award |
| <input type="checkbox"/> Outstanding Government Agency or Elected Official | <input type="checkbox"/> Project of the Year – Rehabilitation |
| <input type="checkbox"/> John Craven Memorial | <input type="checkbox"/> Project of the Year – New Construction |

2. Full Name of Nominee (individual, organization/agency,* or project*):

*If Nominee is an organization/agency or project, provide the name and contact information of the primary contact at the organization. Otherwise, provide the contact information for the individual nominee below. ***Please remember, you can self-nominate.

3. Nominee E-mail Address:

4. Nominee Phone Number:

5. Nominee Street Address:

6. Nominee Street Address Line 2:

7. Nominee City / State (Province):

8. Nominee Postal / Zip Code:

NOMINATOR INFORMATION

Provide information for the person or group who acted as the nominator.

1. Full Name:

2. E-mail Address:

3. Phone Number:

Please contact Sarah with any questions via [email](#) or at (619) 239-6693.

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REASON FOR NOMINATION

****Before writing your nomination, be sure to consult the **AWARDS CATEGORY DESCRIPTIONS AND AWARD CRITERIA**.
Be sure to address all of the criteria listed in the award category description you are nominating in. ****

Provide the reason for your nomination below. Be descriptive and specific in your nomination, making sure to address all the criteria appropriate to the category. **Do not exceed 1000 words.**

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SHORT SUMMARY OF NOMINATION

In 150 words or less describe the project/person/organization/program you are nominating and 2-3 most compelling merits of their nomination. Use simple language and avoid jargon where possible. This description may be edited and included in the Ruby Awards program and other marketing materials related to the Ruby Awards. **Do not exceed 150 words.**

Please include any extra insight as to why this person, organization/agency, or project should be more deserving than others. What makes this person, organization/agency*, or project special?

PHOTO SUBMISSION

- If the nominee is an **individual**, send a headshot of the person.
- If the nominee is an **organization or agency**, send the organization's logo.
- If the nominee is a **project** upload 5 to 10 images of the project. Provide a balanced portfolio: photos of exterior, interior, site amenities, and residents at the property if possible. For rehabilitation/acquisition projects, be sure to include before and after photos.

All images should be high resolution JPEG files - these are typically original, full size images that are at least 1MB in size or 300 PPI. Images will be used extensively for promotional materials and during the Ruby Awards program. Please send large files or multiple files via dropbox or file share, when possible.

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<p>PROJECT SPECIFIC INFORMATION ONLY FOR PROJECT NOMINATIONS (ALL OTHERS SKIP)</p>
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***You may choose to send an excel file containing the contact information for additional financing partners and development partners such as landscape architect, material supplier, title company, engineering firm, major subcontractors, etc.

Please ensure your excel file contains the following columns: Type of partner; Organization name, Primary contact first and last name, primary contact email address, and primary contact phone number.***

4. **Project Name:**
5. **Project Developer:**
6. **Project Address:**
7. **Street Address Line 2:**
8. **City / State (Province):**
9. **Postal / Zip Code:**
10. **Date Construction Commenced:**
11. **Date Receipt of Certificate of Occupancy:**

Please provide the name and primary contact information of the project's development partners. This helps SDHF ensure that development partners are invited to the Ruby Awards presentation and also recognized when appropriate.

12. **Developer Information**

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number:

13. **Architect Information**

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number:

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14. General Contractor Information

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number:

15. Financing Partner (1) Information

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number:

16. Financing Partner (2) Information

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number:

17. Financing Partner (3) Information

- a. Organization Name:
- b. Primary Contact Full Name:
- c. Primary Contact Email:
- d. Primary Contact Phone Number: