



## Outstanding Women of Kansas Awards

### Eligibility

To be eligible for the 19<sup>th</sup> Amendment Centennial Outstanding Woman of Kansas Award, the applicant must:

- Be a current or past resident of the State of Kansas
- Be at least 18 years old
- Be a woman

### Criteria

The nominee for each category has:

- made impactful accomplishments or contributions which have positively influenced her industry or community;
- demonstrates unwavering passion and commitment for an issue that has made a difference in the lives of others;
- influenced other women through her actions and contributions;
- qualities of spirit, service, compassion for others or professionalism to achieve accomplishments;
- has overcome adversity in order to give back to the community;
- delivered real impact to her industry;
- applied innovative thinking to push boundaries and find new and better ways to do things;
- consistently demonstrated exceptional and progressive leadership;
- mentored and inspired others striving for success;
- demonstrated their ability and commitment to raising the value of diversity and inclusiveness in their work environment.

### Application Information

In preparing to submit applications, we recommend you follow these steps:

1. Follow the 19<sup>th</sup> Amendment Awards in our social media channels, including Facebook (<https://www.facebook.com/KS19th>), Instagram (<https://www.instagram.com/ks19th/>), LinkedIn (<https://www.linkedin.com/company/ks19th>), and Twitter (<https://twitter.com/19thKansas>) to stay up-to-date with the latest news about the Awards and the celebrations.

2. Choose your categories and prepare your entries according to these instructions.

#### 2.1 Categories

- Business
- Cultural & Arts
- Civics & Community
- Education
- Service

#### 2.2 Entries for each of these categories require the following:

- An essay of up to 500 words describing the nominated individual's achievements in the category. Must be in PDF format, 20MB or less.
- A biography of up to 125 words of the nominee and a resume or Curriculum Vitae. Must be in PDF format, 20MB or less.

*The 100<sup>th</sup> of the 19<sup>th</sup> is a 501(c)(3) organization dba 19th Amendment Centennial*



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- Three professional and/or character reference names and recommendation letters. Each must be in PDF format, 20MB or less.
- Optional (but highly recommended), a collection of supporting files and web addresses that you may upload to our server to support your entry and provide more background information to the Awards Committee.
- A professional photograph.
- Completed Media Release Form.

Any number of entries may be submitted to any number of the available categories. The same entry may be submitted to multiple categories, if appropriate.

**3. When you have written your entries and are ready to submit them, use our online entry-submission system to complete the application. <https://19thcentennial.com/awards>**

**4. Entry Deadline:** Midnight, March 1, 2020

## Application Preparation Tips

### 1. Write Your Entries Before Submitting Them

Write your entries offline so you have a permanent record of them. It will then take just a few minutes to submit them through our easy-to-use online submission system. Don't write your entries on the fly online - if something goes wrong with your computer or there's a momentary glitch in our online system, your work may be lost.

### 2. Include Supporting Materials and Links

For most categories, attaching supporting files or web URLs to your entries is optional. We strongly recommend that if you have no other materials to append to your entry, you at least provide an URL to a website or other available information regarding your nominee, so that the judges have access to some additional, basic information.

### 3. Test Your Links

If you include links to online videos, images, or other supporting materials with your entries test them before submitting to ensure that they are valid and will present to the judges the content you would like them to see. Provide the entire URL address.

### 4. Video Entries and Other Media Materials

When you attach materials to your entries for judges' review, consider that judges have only a few minutes to review and rate each entry. They do not have time to wait for materials to download from applications such as Hightail, Dropbox, Box.com, or similar services. Your attachments should be directly linkable and immediately accessible to judges. If you want the judges to review a video, we prefer that you provide a link to a hosted version on YouTube, Vimeo, or a similar service that will begin to play instantaneously when a judge wants to access it.



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### How to Submit Winning Entries

Follow these simple steps to ensure that you submit entries that are worthy of receiving Award recognition:

#### 1. Subscribe to the Free 19<sup>th</sup> Amendment Anniversary Celebration Weekly Email Newsletter

The weekly email newsletter is the best way to stay informed about entry deadline extensions, new categories, and other announcements from the organizers of the Awards. We have a very strict privacy policy, so we will not share your email address with anyone else for any reason. Click here to subscribe: <https://19thcentennial.com/enews>

#### 2. Determine Who or What You Want to Nominate, and in Which Categories

Decide which individuals, organizations, or work that you will nominate, then select the most appropriate categories for those entries. Contact the Awards committee chair with your questions about the most appropriate categories, entry deadline extensions, and so on. For more information, contact [ExecDir@19thCentennial.com](mailto:ExecDir@19thCentennial.com).

#### 3. Prepare Your Entries

Award-winning entries are:

- a. Well-written. They are terse and succinct. Their tone is modest, even when describing the most impressive accomplishments.
- b. Focused on a few accomplishments. Describe in detail just a few accomplishments, instead of listing many accomplishments in brief.
- c. Accompanied by supporting information. Provide links to online news stories, press releases, or other documents that support the claims made in your entries.

Award-winning entries are *not*:

- a. Just about "extraordinary" accomplishments. They are simply about women that have performed well. Although, it sometimes happens, most award recipients do not have extraordinary, world-changing or industry-changing accomplishments. Tell your story well, and support your claims, and the judges will score your entries highly.
- a. Fluffy and hyperbolic. Avoid flowery language and overblown claims. The judges tend to deduct points for immodesty.



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### 4. Submit Your Entries as Soon as Possible

Note the entry deadline of March 1, 2020 (midnight) on your calendar.

### 5. Participate in the Judging Process

Apply to be a judge. As a judge you will be able to see the entries submitted by many individuals, companies, non-profit organizations, and government agencies around the state of Kansas, and you will develop a better sense of the types of entries that judges score highly. (You will not be allowed to judge entries in categories in which you have submitted entries yourself, or you have been nominated by someone.) Complete the application form here: <https://19thCentennial.com/Judges>.

If your application is accepted, you will be assigned categories based on your function and experience. As a judge you will be able to judge as few or as many entries as you like, at your convenience, over the Internet and in person as needed.

## 10 Reasons Why You Should Enter

1. Submitting a nomination for the 19<sup>th</sup> Amendment Celebrations Awards is a cost-effective way to thank and honor valued Kansas women who are your friends, co-workers, employees, etc.
2. Candidates from all size companies, non-profit organizations, governmental agencies, etc. have an equal opportunity to win one of these awards.
3. Our categories cover every aspect of work life, from management and entrepreneurship, to marketing and public relations, to product development, innovation and more.
4. Many top business executives will review your nominations during the judging process, and you'll have access to all their comments about your entries - an invaluable resource.
5. We will promote your win across our web site, social media sites, and media outlets all around the State of Kansas.
6. The award winners will get to make a short acceptance speech before an audience of 500+ guests from around the state of Kansas during an awards banquet. The event will take place on August 14, 2020 in Wichita, Kansas.



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7. Award winners will have a distinction they share with only four other women in the country.
8. Whether you are the final winner, a finalist, or a nominee, the recognition and exposure this opportunity presents will be an amazing networking tool for future career opportunities.
9. The potential exists for cash prizes to be included with these awards. Every woman can appreciate that.
10. All judges, nominees, finalists, and winners will be able to say they were truly part of a “Once in a lifetime opportunity.”