



FEDLINK Library/Information Center of the Year Award

Instructions:

1. Fill out the nomination form.
2. Complete all three (3) selection criteria statements.
3. Collect the required signatures, scan and attach any supporting materials (i.e., testimonials, managerial endorsements, newspaper articles, promotional materials) that relate to the accomplishments of Fiscal Year 2020.
4. Email the completed nomination form and supporting materials to fliccfno@loc.gov no later than 11:59 pm. **Friday, January 15, 2021.** (The entire nomination packet email attachment cannot exceed 3MB.) If you do not receive confirmation of your submission within one week, please send an email to the fliccfno@loc.gov.

Winning exemplars are available [here](#). Descriptions of former winners are located [here](#).

Nominee

Library/Information Center Name:

Agency:

Name of Director:

Library Address:

City:

State:

Zip:

Phone:

Email:

Number and Type of Users and Patrons

Number of Staff (federal and contracted):

1-9

10 or more

Additional Comments or Explanations (Optional)

Nominator (Relationship to Nominee: Self Other)

Name:

Title:

Organization:

Email:

Phone:

Nomination Statement (Required): I believe the nominee should be Federal Library or Information Center of the Year for Fiscal Year 2020 because (200 words or less):

Signature:

Date:

Management Approval (Organization above federal library or information center)

Name:

Title:

Organization:

Statement of approval: I approve this nomination for Library/Information Center for Fiscal Year 2020. **(Comment Required - 200 words or less)**

Signature:

Date:



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Selection Criteria Statement (500 words or Less): (covering achievements completed during Fiscal Year 2020; cite specific examples and any supporting quantifiable data.)

1.Mission Support: the extent to which the federal library or information center assisted in fulfilling its organization’s mission during Fiscal Year 2020. (Include brief statements of both the agency and the library/information center missions, number and needs of library users, and an overview of how the library/information center has fulfilled mission-centered efforts.)



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Selection Criteria Statement (500 words or Less): (covering achievements completed during Fiscal Year 2020; cite specific examples and any supporting quantifiable data.)

2.Creativity/Innovation: the extent the federal library/information center demonstrated creativity or innovation to meet the agency mission by developing and/or enhancing existing service(s) in Fiscal Year 2020. (Please define the program challenge, describe the resolution, and explain the impact.)



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Selection Criteria Statements (500 words or Less): (covering achievements completed during Fiscal Year 2020; include impact statements and/or quantifiable data such as statistics, testimonials, cost savings to the institution, program changes, projects completed, etc.)

3.Demonstrated Outcomes: the extent to which the federal library or information center served the needs of its defined user group(s) in Fiscal Year 2020. (Include impact statements and/or quantifiable data such as statistics, testimonials, cost savings to the institution, program changes, projects completed, etc.).