



CAPITAL DISTRICT SENIOR ISSUES FORUM



P.O. Box 367 Glenmont, New York 12077

2017 Senior Lifetime Achievement Awards Ceremony

TO: Friends of the Capital District Senior Issues Forum (CDSIF)

FROM: Deborah Damm O'Brien, Esq., Chair, Capital District Senior Issues Forum Advisory Committee, Executive Director, DePaul Housing Management, Catholic Charities Housing, Catholic Charities Senior Services

What: Capital District Senior Lifetime Achievement Awards Ceremony

When: Wednesday, October 18, 2017 from 9:30 a.m. to 11:30 a.m.

Where: Congregation Beth Emeth, 100 Academy Road, Albany

Lifetime Achievements Ceremony

This ceremony, attended by many religious and political leaders of the Capital District, will recognize seniors for their accomplishments in the following categories: Business, Education, Faith Based Service, Community Service, Military Service and Caregiving. Nominees must be at least 85 years of age by December 31, 2017. Seniors must have lived or worked in Albany, Rensselaer, Saratoga, or Schenectady counties and, at the time of nomination, be able to attend the event.

The ceremony will recognize the first 40 qualifying seniors; a wait list will be maintained.

Nomination of Seniors for Recognition

Who may nominate: Individuals (family or friends) or other sponsors (organization, faith community, civic group, housing facility, etc.). One nomination will be accepted from any one nominator. *Only a completed and signed nomination form (including photo) will be accepted.*

Use the attached form: Print or type the information requested. If needed, use an extra sheet of paper (put senior nominee's name on it).

Have the nominee check and approve the completed form before signing it. Late changes will be difficult to make. The information on the nomination form will be used in a commemorative booklet that will be distributed at the ceremony and given to the press and select public officials.

Completed and signed nomination forms and a clear current picture of the nominee for the commemorative booklet may be e-mailed to Heather Lawton at heather.lawton@atriaseniorliving.com (please send photo in jpeg format and nomination form in Word format) or send to: CDSIF, Ceremony Booklet Committee, 6 Winners Circle Colonie, NY 12205.

Deadline: Monday July 17, 2017.

Additional Responsibilities of Nominators:

- Tell your nominee about the award and the time and place of the ceremony.
- Accompany your nominee to the ceremony at Congregation Beth Emeth or arrange for an escort. *See directions below.*

The Ceremony

Tentative Time Schedule for October 18, 2017 Ceremony:

- 9:30 -- 10:00 a.m. Arrival time. Seating of honorees and guests; light entertainment.
- 10:00 -- 10:20 a.m. Informal greeting of honorees, presentation of certificates and proclamations, photo opportunities. Families and friends are encouraged to bring their own cameras.
- 10:20 – 11:30 a.m. Program - Recognition of senior honorees by faith community representatives and other community leaders.
- 11:30 a.m. Program concludes. Guests start to depart.

Notes about the Ceremony

- Congregation Beth Emeth is wheelchair accessible and has accessible rest rooms.
- Until 10 a.m. volunteers will be available to help honorees enter the building while a driver parks the car.
- To the extent possible, the honoree's spouse and all of the honoree's children attending the ceremony will be seated with the honoree. Seating may be limited to two additional guests and the nominator.
- Please tell honorees that they will **NOT** be asked to speak at the ceremony.

Directions to Congregation Beth Emeth

From 87 North or South, go to exit 23 - get in far right lane for toll booth. Follow signs for 9W North (turn left at the light at the end of the ramp). Go right on Hoffman Ave at the second light (the end of the sports fields will be on your right, traffic from 787 coming from your left). Go to the end of Hoffman and turn left at the light onto Second Ave. Cross Delaware Ave. at the traffic light (Mobil station across the street) and immediately bear to the right onto Ten Eyck Avenue (Ten Eyck is a one-way street. Follow Ten Eyck to the end and turn right onto Marwill Street. Cross Hackett Blvd. at the light (Marwill becomes Academy Road). The temple is on the right just after the next light.

From Madison Avenue in Albany, take New Scotland Avenue west. After Albany Medical Center turn left on Academy Road. Congregation Beth Emeth is on your left.

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Nomination for October 18, 2017
Senior Lifetime Achievement Award
Filing deadline is July 17, 2017

PLEASE TYPE OR PRINT CLEARLY

Please select ONE achievement category for this nomination and fully complete application:

BUSINESS _____ **EDUCATION** _____ **FAITH BASED SERVICE** _____
COMMUNITY SERVICE _____ **MILITARY SERVICE** _____ **CAREGIVING** _____

NAME OF NOMINEE _____
ADDRESS _____
PHONE _____ **DATE OF BIRTH** _____

RELIGION _____ **FAITH COMMUNITY** _____

NAME OF NOMINATOR _____
NOMINATING ORGANIZATION (IF APPLICABLE) _____
ADDRESS _____
PHONE NUMBER _____ **E-MAIL** _____
Please indicate the best way to contact nominator _____

EARLY LIFE OF NOMINEE (Include childhood family, hometown, school and church, activities, interests, education, etc.):

SIGNIFICANT FAMILY and FRIENDS:

Tell us why you have nominated this individual based on the category you have chosen. Please include pertinent information regarding the nominee's career, volunteer activities and hobbies throughout lifetime.

KEY CHARACTERISTICS OF NOMINEE (This should be a summary of the honoree’s personal character, interests and accomplishments, including several key characteristics that suggest the essence of the honoree. ***It must be written by the nominator or by the honoree’s family, and may be quoted in the booklet and/or at the ceremony.***)

NOMINEE’S SIGNATURE APPROVING APPLICATION: _____
NAME OF CONTACT PERSON IF NOT NOMINATOR: _____
PHONE NUMBER OF CONTACT PERSON: _____

ELECTRONIC SUBMISSION OF NOMINATION FORM AND PHOTO (in word and jpeg format) IS RECOMMENDED AND PREFERRED. PLEASE E-MAIL TO HEATHER LAWTON AT: heather.lawton@atriaseniorliving.com BY July 17, 2017

**If unable to e-mail please mail to:
Capital District Senior Issues Forum, Ceremony Booklet Committee, 6 Winners Circle,
Colonie, NY 12205-POSTMARKED BY July 17, 2017**

For questions, contact Christine Cary at 459-2516 or caryc@colonie.org

REMINDER: ONLY NOMINATION FORMS THAT ARE COMPLETE, SIGNED BY NOMINEE WITH PHOTO INCLUDED WILL BE ACCEPTED!