



# HALL of FAME

Greene County Women's Hall of Fame  
P.O. Box 703  
Fairborn, OH 45324

## Information Regarding Selection of Honorees

### **Nomination form and additional letters of support:**

1. All nominations must be submitted using the official form that is available online at:  
**[www.co.greene.us/documentcenter/view/1987](http://www.co.greene.us/documentcenter/view/1987)**  
A nominee must be a native of Greene County or currently residing in the county with a 10-year residency. Nominations may be made by an individual or by an organization.
2. Both typed and handwritten nominations are acceptable. A nominator typing a nomination may follow the pattern of the official form as a guide for use with a computer to allow additional space if needed. If the nomination is being handwritten, attached additional page(s) are acceptable if needed.
3. The nomination form itself should clearly outline and detail the major contributions made by the person being nominated, and should identify a major field and/or endeavor for which the person should be honored. This is the priority document of the nomination.
4. Additional letters of support from other individuals, businesses or organizations that provide additional details about the nominated individual are accepted and encouraged. Those may be mailed either with the nomination form or under separate cover with the name of the person being supported clearly stated. Such letters should also contain the name and address of the sender. These letters may be typed or hand-written; no specific format is required.
5. Judges will consider the quality and scope of the nominee's achievements and activities, not the quantity of submitted information when making their determination as to who will receive honors. It is highly recommended to clearly and completely outline the various efforts the nominee has undertaken to be deserving of the award, so that the judges can best compare all who are nominated.
6. The annual deadline for paperwork to be received is June 30 of each year. All paperwork is to be mailed via United States Postal Service to  
**Greene County Women's Hall of Fame  
P.O. Box 703, Fairborn, OH 45324**  
A \$5.00 check, payable to the Greene County Women's Hall of Fame, must be enclosed to help defray the cost of copying and mailing.

(over)

## **Judging and Final Selection:**

1. Judges serve anonymously with no compensation, and live across the many communities and countryside of Greene County, representing various walks of life.
2. The Chair of the Hall of Fame makes copies of all the materials received for each nominee at the close of the June 30 deadline and distributes them separately to each judge.
3. Each judge privately deliberates all the materials for each nominee and assigns a ranking place number for each submission. This is done without input from any other judge. Judges do not meet to discuss their rankings. This is done separately by each judge.
4. Judges return their materials to the Chair, who then compiles the results. The top nominees are then declared to be official honorees. In case of ties, there is a reconsideration by the judges to determine the final honorees.
5. Letters of congratulations are sent to the honorees, with letters to the person/s who signed the official nomination form following a day later.
6. There are variations that may occur. Some years there are more or fewer nominations than usual; some years a deceased person may be nominated; so the number of women honored each year is not necessarily consistent, but generally four to five women are selected annually.
6. Nominations of women who are not selected are kept on file. Those nominations may be updated in any following year by submitting additional information to the Greene County Women's Hall of Fame, P.O. Box 703, Fairborn, OH 45324 by the June 30 deadline of any calendar year.

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For additional information, contact Ann Byrd, Chair, by phone at 937-429-1805 or in writing to the address shown above.