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| 1. **NAME** of the resource / tool | **Guidance Body Nomination Form** |
| 1. **WHAT** is the purpose of the resource / tool? | A paper ballot is used to nominate candidates to participate in Guidance Body elections. |
| 1. **WHO** developed the resource / tool? (If it was adapted from an existing document, please include a citation for the original source.) | This document was developed for Best Start Lancaster by the Capacity Building Team. |
| 1. **HOW** should the resource / tool be used? 2. *What circumstances are ideal/appropriate?* 3. *By whom and when?* 4. *Is a particular skill set or special preparation needed?* | 1. All Community Partnerships members that meet Guidance Body eligibility requiements can be nomicaed. 2. The nomination form is distributed after verifying nominee eligibility. All eligible nominee complete the form and then turn it into a designated representative for review. 3. No skill set is needed but the person verifying voter eligibility needs to have access to member meeting attendance information. This list must be prepared in advance by the organization that holds the information.   Optional, in cases when the list not available, the honor system is used. This means that the facilitator asks the entire audience who has attended the specific number of meetings and is eligible for nominaton Forms are then given to all those raising their hands. |
| 1. **WHY** is this resource being recommended? (What makes is especially effective or useful for community-based work?) | The use of a nomination form helps to formalize the verification of eligibility, which increases member trust and credibility on their election process. It also promotes thorough documentation and recordkeeping regarding nominee engagement and community representation. |

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| To be eligible to serve, a Community Partnership member must meet the following requirements:  1) Live *or* serve residents within the Best Start Lancaster boundaries;  2) Have attended three BSL Community Partnerships meetings in the last 3 months;  3) Be an active BSL member (attending meetings/events, leading committees, participating in discussions & evaluations);  4) Be available to participate in 3 meetings per month (GB meeting, one CP meeting, and one Committee Meeting);  5) Must be willing to lead or co-lead a committee to advance the work;  6) Uphold and adhere to the “Mission, Values, and Code of Conduct”; and  7) If a member of another Best Start Community, be in good standing with them and not currently serving another GB. |

Instructions: Please fill out the form and return it by 5/31/2018.

1. **General Information**

First Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Do you live or work within the Best Start Lancaster Community boundaries? \_\_\_Yes \_\_\_ No

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Attendance:** Have you attended at three BSL Community Partnership meetings in the last three months? \_\_\_Yes \_\_\_ No
2. **Best Start Communities:** Are you or have you been a member of another Best Start Community? \_\_\_Yes \_\_\_ No | If yes, which one(s)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently serving on another GB or Leadership Group? \_\_\_Yes \_\_\_ No

1. **Guidance Body Seat You Are Applying for:** Choose **one** option and then answer the questions.

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| \_\_\_\_\_\_ Parent  How many children do you have between the ages of 0-5? \_\_\_\_\_\_\_\_\_\_\_\_\_  How many children do you have between the ages of 6 and 18? \_\_\_\_\_\_\_\_\_\_ |  | \_\_\_\_\_Community Member  Do you represent an agency/business? \_\_\_Yes \_\_\_No If so, please provide the following information.  Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Job Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

1. **Demographic Information:** Gender: \_\_\_\_ Male \_\_\_\_ Female \_\_\_\_\_Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ethnicity: \_\_\_\_ African American \_\_\_\_Asian \_\_\_\_Latino \_\_\_\_White \_\_\_\_Other:\_\_\_\_\_\_\_\_\_\_\_\_

**7. Why would you like to serve as a member of the Guidance Body for Best Start Lancaster?**

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I understand that all nominees must be present at the CP meeting on Election Day (June 14th rom 5:30 to 7:30 pm at University of Antelope Valley) and that I am required to provide a one-minute speech to introduce myself and share why I want to serve the Guidance Body.

If elected, I understand that I am committing to be the primary contact between the BSL Community Partnership and First 5 LA, to steer or guide the BSL work, support overall management of the BSL planning process, maintain partnership membership, and commit to attend at least 2 meetings per month from July 2018 to June 2019.

**Signature Date**

Requirements met: \_\_\_\_\_\_\_Address \_\_\_\_\_\_\_\_ Attendance \_\_\_\_\_\_ Active Participation \_\_\_\_\_\_\_ Availability

\_\_\_\_\_\_Signed code of conduct and adheres to it \_\_\_\_\_Positive reference from other BSC (if applicable)

Reviewed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_