2025 Ethel N. Kelley Memorial Award

NOMINATION FORM

Don't delay, apply today! Due Date - 5:00 p.m. on Friday, August 22, 2025

To nominate a deserving municipal official, employee or volunteer, please complete the following form and submit up to three statements of support. All application materials will be shared with the selection committee, which will meet in September to choose the winner. The 2025 Ethel N. Kelley Memorial Award winner will be unveiled and recognized during MMA's Annual Convention being held on October 8 and 9 at the Cross Insurance Center in Bangor, Maine.

Eligible candidates must either: (1) be a current municipal officer, employee or volunteer; (2) have retired on or after January 1, 2023; or (3) if seeking to honor an individual posthumously, have died on or after January 1, 2023.

Information About the Nominating Community

- 1. For each role, please list: (1) the municipality; (2) the appointed, elected and volunteer positions the applicant has served in either your town or city or another community, if applicable; and (3) the total time served, in number of years.
- 2. Please describe the reasons your community has elected to nominate this candidate, including a description of their role and responsibilities and how they have exceeded expectations.
- 3. Please describe how your nominee has affected others and their contributions to the community, including any achievements.
- 4. Please describe your nominee's strengths and special skills and expertise they bring to the community.
- Please add any other information about your candidate that you believe will help to inform the award selection committee's decision.

Three Supporting Letters

Submit up to three support letters from members of the community, residents, business owners, municipal staff and other volunteer groups. Please note that these letters are a critical part of the process and provide an opportunity for the community to flaunt their nominee's accomplishments. There are no formalities or correct approaches. A simple, heartfelt statement of support describing why your nominee deserves this recognition is sufficient.

Applications must be completed by 5:00 p.m. on Friday, August 22 and emailed to Kelly Maines at kmaines@memun.org or mailed to Kelly's attention at:

Executive Office Administrative Coordinator Maine Municipal Association 60 Community Drive Augusta, ME 04330

Questions about the application and nomination process should be directed to Kate Dufour at either (207) 623-8428 or kdufour@memun.org.