

For the Exceptionally Deserving City of Boston Employee

Nomination Deadline: Wednesday, May 13th, 2026

send packets via email to: contact@bmr.org

Please email the following information (preferably as **ONE PACKET**) to **contact@bmr.org**:

- 1) This nomination form is a **cover page for the whole packet**
- 2) A description of duties for your nominee's current and past positions as a city employee
- 3) **The Official Nominator's letter of support** that thoroughly explains why the nominee deserves the award
- 4) At least **two to four other nomination letters** of support for the nominee. The Shattuck Awards Committee relies heavily on these statements in making its selections. Please include as much **detail** as possible.

Shattuck Award Selection Criteria: Your Nominee Must Meet the Following Shattuck Award Criteria:

- Unusual competence and professional spirit in handling assignments
 - Exceptional initiative and professional attitude.
 - Proven ability to efficiently and productively deliver services to the public.
 - Helpful and cooperative attitude toward fellow employees and the public at all times.
 - Prudent management and administration of all assigned responsibilities
- Must be an active city employee when the award is presented.

OFFICIAL NOMINATOR: _____

Title: _____ **Department/Company:** _____

Address: _____ **Direct Phone:** _____

Email: _____

NOMINEE: _____

Title: _____

Department: _____

Business Address:

Telephone: (W) _____ **(H)** _____

Number of Years as a City Employee: _____

Years in Current Position: _____

Former City Positions held: _____

All nominations should be submitted via email to: contact@bmr.org