**Honorary Membership Nomination Instructions**

**Background**

Honorary membership in ICMA is awarded to an individual outside of the profession of local government management because of his or her distinguished public service and contributions to the improvement and strengthening of local government. Individuals eligible for Honorary membership include, but are not limited to, academic leaders, elected officials, and civic leaders.

**Criteria**

* Contributions to strengthening the structure of local government
* Leadership in increasing citizen understanding of the governance and management of local government
* Initiatives that brought about improvement and development of local government managers
* Programs, writing, or general career contributions that have enhanced the responsiveness and effectiveness of local government.

In summary, the candidate must have made a considerable contribution either to the improvement of local government and local government management or to the public’s understanding and appreciation of responsive and well-managed local government.

**Eligibility**

* A nomination for Honorary Membership may be made by any corporate member of ICMA
* Nominees must not be eligible for corporate membership in ICMA.

**Making a Nomination**

Complete Sections 1, 2, and 3 of the nomination form below. Forward the nomination form and descriptive narrative to ICMA:

Member Services  
Attn: Honorary Membership  
777 North Capitol Street, N.E., Suite 500  
Washington, DC 20002-4201

Fax: 202-962-3500 Attn: Honorary Membership

E-mail: [awards@icma.org](mailto:jlee@icma.org)

Questions should be addressed to Joyce Lee, Senior Program Manager at [jlee@icma.org](mailto:jlee@icma.org) or 202-962-3625.

**Honorary Membership Nomination Form**

**SECTION 1: Who Is Being Nominated for the Honorary Membership?**

|  |  |  |  |
| --- | --- | --- | --- |
| **Nominee name:** |  | | |
| **Street address:** |  | | |
| **City:** |  | **State/Province:** |  |
| **Zip/Postal code:** |  | **Country:** |  |
| **Telephone:** |  | **Fax:** |  |
| **E-mail:** |  | | |

**SECTION 2: Who Should Be Contacted Regarding the Nomination?**

|  |  |
| --- | --- |
| **Nominator name:** |  |
| **Telephone:** |  |
| **E-mail:** |  |

**SECTION 3: Descriptive Narrative**

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| **a. Nominee’s professional background and the relationship to professional local government management** |
|  |
| 1. **Positions held** |
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| 1. **Nominee’s contributions to strengthening the structure of local government** |
|  |
| 1. **Nominee’s leadership in increasing citizen understanding of the governance and management of local government** |
|  |
| 1. **Programs, writings, or general career contributions by the nominee that have enhanced the responsiveness and effectiveness of local government.** |
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