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| Team Name for Nomination of a Governor’s Award  |  |
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| Please List All Team Members’ Names Below |  |
|  |
| Department | Division |
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**Nomination submitted by:** (nominations may be submitted by any State of Montana employee.)

|  |  |
| --- | --- |
| Your Name  | Title or Position |
|  |  |
| Department | Division |
|  |  |
| Work Address | City | State | Zip |
|  |  |  |  |
| Work Phone | Work Email |
|  |  |

**TEAM AWARD NOMINATION CRITERIA:**

**Each team nomination will be evaluated regarding how the team clearly met or exceeded the award criteria.** **Concrete examples, measurable outcomes, specific actions taken, and the results achieved must be listed that demonstrate how the nomination criteria were met. If the detailed information is not included with a nomination, it will not be considered for the Governor’s Award for Excellence in Performance.**

To nominate a team of state employees, the team must cooperatively perform and produce results that are clearly above and beyond the regular expectations of the team’s responsibilities. The nomination must provide specific details for how the team met or exceeded one or more of the following criteria:

* Demonstrate exceptional innovative approaches which produce significant results.
* Attain significant improvements with efficiencies in government processes (e.g., significantly improved productivity or significant cost savings).
* Demonstrate exceptional customer service that is significantly beyond the scope of the team’s performance.

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| **Reason for Nomination:**Please describe the team’s outstanding accomplishments detailing the concrete examples, measurable outcomes, specific actions taken, and the results achieved to meet the nomination criteria listed above: (100 words or less) |
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**Submission Instructions:** Please submit this completed nomination form **to the nominated team’s Human Resources department**. To find the nominated team’s HR department contact information, follow this link: <https://hr.mt.gov/Programs/govawards/>.

**Nomination forms must be received by Friday, August 1, 2025, to be considered for the Governor’s Award.**