



## About the 2023 IPMI Professional Recognition Awards

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[Professional Recognition Awards](#) recognize the individual contributions of parking, transportation, and mobility industry professionals—our industry’s best. Entries may be self- or peer nominated. Nominees must be IPMI members in good standing, and there is no nomination fee.

The 2022 Professional Recognition Awards include the following categories:

- Professional Excellence Awards in multiple categories.
- Emerging Leader of the Year.
- Organization of the Year.
- James M. Hunnicutt, CAPP, Industry Professional of the Year.



## Professional Excellence Awards Entry Requirements & Criteria by Category

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Professional Excellence Awards recognizes excellence for all staff, from the front-line to management. Awards recognize outstanding performance in a specific area of expertise: Customer Service, Finance, Frontline, Human Resources, Innovation, Leadership, Marketing, Management, Operations, Technology, or select your own!

### *Nomination Requirements*

- **Excellence Category Selection:** Customer Service, Finance, Frontline, Human Resources, Innovation, Leadership, Marketing, Management, Operations, Technology, or select your own specific area of expertise!
- Complete Contact information for Nominator and Nominee
- Nominee Biography (250-word limit)
- Narrative demonstrating the following achievements according to criteria requirements. Each section of the narrative is limited to 250 words, for a total of 1,250 words:
  - **Summary:** Describe the nominee and role within the organization (20%)
  - **Community and Industry Contributions:** Describe nominee's contribution to the parking, transportation, and mobility industry (20%)
  - **Organization Culture, Leadership, and Staffing:** Describe the nominee's professional reputation and relationship with staff, patrons, and colleagues (20%)
  - **Strategic Planning and Technology Application:** Demonstrate the nominee's application of creative solutions, innovation, and best practices (20%)
  - **Examples of Nominee's Specific Expertise:** Provide at least three specific examples of the nominee's professional contributions related to the category selected (20%)

### *Required Supporting Documentation*

- Resume (pdf format)
- Letter of recommendation from a supervisor (pdf format)
- Letter of recommendation from a peer (pdf format)
- One professional headshot (high resolution, 300 dpi, photo credit required)
- Organization logo in two formats (300 dpi, .jpg/.tif, and .png transparent background)
- Three images to showcase nominee personally and/or professionally, with captions (photo credits required).
- Social media handles for LinkedIn, Twitter, Facebook, and Instagram
- Videos may also be submitted via YouTube link with appropriate video credit.



## Emerging Leader of the Year Entry Requirements & Criteria by Category

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IPMI honors an emerging leader each year to promote and recognize the best and brightest young professionals in the industry. This award recognizes an up-and-coming young professional who demonstrates outstanding leadership and accomplishments.

### *Nomination Requirements*

Nominee Biography (250-word limit)

- Narrative demonstrating the following achievements according to criteria requirements. Each section of the narrative is limited to 250 words, for a total of 1,250 words:
  - **Summary:** Describe the nominee and role within the organization demonstrating excellence in a parking, transportation, and/or mobility position at the time of the nomination, demonstrating a minimum of two years and exceptional leadership (20%)
  - **Organization Culture, Leadership, and Staffing:** Describe the nominee's professional reputation and relationship with staff, patrons, and colleagues (20%)
  - **Strategic Planning and Technology Application:** Demonstrate the nominee's application of creative solutions, innovation, and best practices (20%)
  - **Examples of Nominee's Specific Expertise:** Provide at least three specific examples of the nominee's professional contributions related to the category selected (20%)
  - **Community and Industry Contributions:** Describe nominee's contribution to the parking, transportation, and mobility industry through service and leadership in community engagement and professional development (20%). Demonstrate service and contributions to IPMI and/or its affiliates, including but not limited to volunteer positions and contribution through authorship, speaking opportunities, and/or special projects and initiatives. Demonstrate service and contributions outside of the industry. This may include civic and charitable organizations, and leadership or service in associations or groups outside of industry.

### *Required Supporting Documentation*

- Resume including list of extraordinary accomplishments (pdf format)
- Letter of recommendation from a supervisor (pdf format)
- Letter of recommendation from a peer or subordinate (pdf format)
- Headshot (high resolution, 300 dpi, photo credit required)
- Organization logo in two formats (300 dpi, .jpg/.tif, and .png transparent background)
- Three images to showcase the individual personally and/or professionally, with captions (photo credits required).



- Social media handles for LinkedIn, Twitter, Facebook, and Instagram
- Videos may also be submitted via YouTube link with appropriate video credit.
- Copy of government-issued photo identification demonstrating the nominee is 40 years of age or younger as of December 31, 2023.



## James M. Hunnicutt, CAPP, Industry Professional of the Year Entry Requirements & Criteria by Category

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This award recognizes industry veterans who exhibit exemplary leadership, service, and industry contribution in the performance of their duties and as a member of the communities they serve.

### *Eligibility Requirements*

- Nominee has served in a parking, transportation and/or mobility position for 10 years or more.
- Nominee has served in a leadership or volunteer position for IPMI or affiliated State and Regional Association in the past five years.
- Nominee demonstrates civic engagement and/or volunteerism outside of the parking, transportation, and mobility industry in the past five years.

### *Nomination Requirements*

- Complete Contact information for Nominator and Nominee
- Nominee Biography (250-word limit)
- Narrative demonstrating the following achievements according to criteria requirements. Each section of the narrative is limited to 500 words:
  - **Summary:** Describe the nominee and role within the organization demonstrating excellence in parking, transportation, and/or mobility positions at the time of the nomination (minimum of ten years' industry service) (20%)
  - **Organization Culture, Leadership, and Staffing:** Describe the nominee's professional reputation and relationship with staff, patrons, and colleagues (20%)
  - **Strategic Planning and Technology Application:** Demonstrate the nominee's application of creative solutions, innovation, and best practices (20%)
  - **Expertise and Impact:** Describe nominee's extraordinary contribution to the parking, transportation, and mobility industry, include details describing industry impacts and outcomes (20%)
  - **Community and Industry Contributions:** Describe nominee's contribution to the parking, transportation, and mobility industry through service and leadership in community engagement and professional development (20%). Demonstrate service and contributions to IPMI and/or its affiliates, including but not limited to volunteer positions and contribution through authorship, speaking opportunities, and/or special projects and initiatives. Demonstrate service and contributions outside of the industry. This may include civic and charitable organizations, and leadership or service in associations or groups outside of industry.



*Required Supporting Documentation*

- Resume including list of extraordinary accomplishments (pdf format)
- Letter of recommendation from a supervisor (pdf format)
- Letter of recommendation from a peer (pdf format)
- Letter of recommendation from a subordinate (pdf format)
- One professional headshot (high resolution, 300 dpi, photo credit required)
- Organization logo in two formats (300 dpi, .jpg/.tif, and .png transparent background)
- Three images to showcase the individual personally and/or professionally, with captions (photo credits required).
- Social media handles for LinkedIn, Twitter, Facebook, and Instagram
- Videos may also be submitted via YouTube link with appropriate video credit.



## Organization of the Year Entry Requirements & Criteria by Category

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This award recognizes an organization that demonstrates comprehensive operational excellence across a wide range of areas, including organizational culture, customer service, innovation, and more.

### *Eligibility Requirements*

- Nominee has demonstrated commitment to advancing unique and innovative ideas and creativity across the organization.
- Nominee demonstrates documented standards of excellence in customer service, operations, finance, human resources, professional development, marketing, and more.

### *Nomination Requirements*

- Complete Contact information for Nominated Organization
- Narrative demonstrating the following characteristics and criteria. Each section of the narrative is limited to 500 words:
  - **Organization Overview:** Provide a list or summary of programs and services, as well as statistics and figures that describe the volume, size, efficiency, and services provided by the organization (20%).
  - **Programs and Services:** Description of three or more programs and services, including program goals and outcomes and benchmarking and other data to document program success. Share how a program/service has been successful, and/or describe a difficult challenge and how the organization addressed that challenge (20%).
  - **Strategic Planning and Technology Application:** Describe how your organization plans and responds to changes in the parking, transportation, and mobility sector, including how technology is being applied to drive the organization's success. Include a brief description of a specific cutting-edge program or service implemented in the last two years (January 1, 2020 – December 31, 2022). Discuss the outcome of this new program or service and how it affected the organization and/or its customers (20%).
  - **Organization Culture, Leadership, and Staffing:** Describe the organization's mission and/or guiding principles, and how these values are demonstrated and exhibited by staff and leadership. Include short profiles and details about three of your team members who illustrate the organization's values (20%).



- **Community and Industry Contributions:** Describe the organization's role and participation in the context of the industry as well as the community that it served. Include contributions and partnerships with IPMI, its affiliates, and the greater community, including participation in the Accredited Parking Organization (APO) and CAPP Certification programs, volunteer contributions supported by the organization including but not limited to participation in State and Regional Associations, other civic or charity organizations, authorship, speaking opportunities, and/or special projects and initiatives (20%).
- Letter of recommendation from a peer organization (pdf format)
- Financial report and/or annual report, operating statements, or similar documentation to showcase the organization's financial stability, opportunities for growth, and future planning (January 1, 2020 – December 31, 2022).
- Organization logo in two formats (300 dpi, .jpg/.tif, and .png transparent background)
- Six to ten images to showcase the individual personally and/or professionally, with captions (photo credits required).
- Social media handles for LinkedIn, Twitter, Facebook, and Instagram
- Videos may also be submitted via YouTube link with appropriate video credit.