

Proposed 2026 Reverend Wright Award

Timeline

March/April – In-Progress

- Use approved email template to send nomination requests (Use Master Listserv, Dept of Civil Rights Training Contacts, CCP Organization Tracking contacts, and Contacts for Company Training).
- Allow at least 30 days to respond with nominations.

May

- Compile and combine current year nomination responses and nominations carried over/in the applicant pool from last two (2) years for review
 - Deadline at least 1 week ahead of the **June** Exec Committee meeting.
- Compile Commissioner scores and share with Commissioners

June

- Added to **6/1/26** EOC Exec Committee and **6/11/26** EOC agenda for recipient recommendation and approval/voting
- After the EOC selects the recipient at their **June** meeting, draft the press release, the Recipient Notification letter.
- Send the proposed nomination and draft press release to the DCR Director.
- Send proposed nomination to the Mayor's office for sponsorship and approval.
- Send the Legistar document to the EOC Chair, EOD Manager, and DCR Director for their signature. -

June/July

- Contact Championship Awards to have the award created.
- Notify the recipient of the award – EO Manager Matson
- Mail the Recipient Notification Letter and award to the recipient.
- Notify the EOC and DCR Director of the date and time of the Common Council meeting.
 - The EOC Chair (or designee) will read the Legistar letter aloud to the CC.
- Presentation at CC meeting – Date TBD.