

Two-Step Nominations Form Questions

The purpose of this document is to help nominators and nominated candidates prepare their submissions for the 2026 James Irvine Foundation Leadership Awards.

IMPORTANT UPDATE: In line with our commitment to inclusivity, we're introducing a two-step nomination process that simplifies the initial nomination form and empowers nominees to share their stories in their own words. [Read more](#) about the two-step nomination process.

This document is NOT the official nomination form and should not be submitted.

STEP 1: NOMINATION

Nominators will submit basic information about the nominee, such as their name and contact information, along with brief reflections on the nominee and their work. If you wish to nominate yourself, we will request the name and contact information for a validator who can answer the same questions as an external nominator.

Nominators might find it helpful to:

- Review these [Frequently Asked Questions](#) before preparing answers to the questions.
- Draft answers to the following questions in a Word or Google document then cut and paste their answers into the [official nomination form online](#). *The form will be live on February 10.*

ABOUT THE NOMINEE & THEIR WORK

- 1. Are you submitting a nomination for yourself?**
 - **If yes**, you'll be asked to answer questions 2-3 and to provide the name and email address for two external validators. Validators will be asked questions 4-12.
- 2. Are you nominating an individual or pair of leaders?**
- 3. Nominee #1 Information**
 - Nominee Name:
 - Nominee Title/Role:
 - Nominee Email:
 - Organization Name:

If applicable - Nominee #2 Information

 - Nominee Name
 - Nominee Title/Role

- Nominee Email:
- Organization Name:
- 4. **Why is the nominee’s work important for California?**
- 5. **What about this leader or their work inspires you?**
- 6. **How does the leader create opportunities for underserved communities?**

NOMINATOR INFORMATION

Please provide some basic information about yourself and how you've come to know your nominee.

- 7. **Your Name:**
- 8. **Your Title:**
- 9. **Your Organization:**
- 10. **Your Affiliation with the Nominee:**
 - Options:
 - No Affiliation
 - Board member
 - Client/beneficiary
 - Colleague
 - Friend or family member
 - Volunteer or community partner
- 11. **Your Email:**
- 12. **Your Phone Number:**

STEP 2: NOMINEE SUBMISSION

Nominated candidates will be invited to accept their nomination and provide more detailed information about their work.

Nominated candidates might find it helpful to:

- Review these [Frequently Asked Questions](#) before preparing answers to the questions.
- Consider using language you've already developed for marketing materials, grant proposals, or similar documents to help populate the required information.
- Draft answers to the following questions in a Word or Google document then cut and paste their answers into the [official nomination form online](#). *The form will be live on February 10.*

NOMINEE INFORMATION

- 1. **Nominee #1 Information**
 - **Nominee Name:**
 - **Nominee Title:**
 - **Nominee Gender:**
 - **Nominee Race/Ethnicity:**
 - **Nominee Age: (range)**

- **Additional Demographics:** LGBTQ+ | Person with a disability | Veteran
- **Nominee Phone Number:**
- **Nominee Email:**
- **Organization Name:**
- **Organization Website:**
- **Organization City:**

If applicable - Nominee #2 Information

- **Nominee Name:**
- **Nominee Title:**
- **Nominee Gender:**
- **Additional Demographics:** LGBTQ+ | Person with a disability | Veteran
- **Nominee Phone Number:**
- **Nominee Email:**
- **Organization Name:**
- **Organization Website:**
- **Organization City:**

2. Nomination Field of Work:

3. Nomination Region:

4. Did you receive multiple nominations for this award?

- **If yes**, please provide the name of the nominator whose nomination you would like to include as a supplement to your submission:

NARRATIVE QUESTIONS

The narrative portion of the nomination application contains the following seven questions, each with its own word limit. If your nomination is for a pair of leaders, please reflect the work of both leaders in your answers.

Overview – In 200 words or fewer, briefly describe the work of your organization and your role in that work. If your nomination focuses on a specific project you lead, please also describe that project. To the extent possible, focus on your current work as opposed to prior work with other organizations.

Significance – In 250 words or fewer, please address how your work helps solve an issue that is critical to California. Please describe and indicate the size of the California population that may be affected by the issue you address. Please also discuss how the issue affects the quality of life of this population.

Innovation – In 500 words or fewer, please describe how you use innovation or uncommon practices to improve people's lives. You may indicate how your work represents an entirely new approach, an approach that is not widely known or practiced, or applies a proven approach in a new way or within a new context. Discuss how your work is different from or an improvement upon usual practices in the field.

Effectiveness – In 500 words or fewer, please indicate how you have been effective in achieving positive change, including any measurable record of accomplishment. Strong nominations typically include quantitative data demonstrating impacts or outcomes on populations or communities. Other examples

of effectiveness might include summaries of evaluations or internal studies, a description of your role in changing one or more policies or practices, affirmation by external sources, compelling anecdotes, and/or notable engagement from key partners and community members. Data about organizational effectiveness, such as budget increases, are less compelling.

Inclusiveness – In 300 words or fewer, please address how you help build bridges among people with different viewpoints or backgrounds. If possible, use examples to demonstrate how you collaborate with key stakeholders. Describe the demographics of the populations with whom your organization works or serves. If applicable, consider discussing how your work creates opportunity for underserved populations.

Timing of Recognition – In 350 words or fewer, please address whether your work is at a stage of maturity where recognition could substantially aid your efforts to advance it. If possible, address the methods you might use to advance your work, such as altering people’s beliefs or behaviors, changing public policies or spending, expanding or replicating services at additional sites, or training others to deliver services. You may also describe any evidence that the policymaking environment is conducive to progress in the near future or that current circumstances provide greater urgency or opportunity for you to expand your organization’s work.

Leadership Capacity – In 200 words or fewer, please describe your readiness to take the next step in advancing change. This may include a description of how you are positioned within your field, experience working with policymakers or the public, and/or experience guiding replication or expansion of your work. If your nomination describes a pair of leaders, please describe how each of your roles are distinct as well as how you collaborate.

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Thank you for considering nominating a leader for The James Irvine Foundation Leadership Awards. As a reminder, this document is NOT the official nomination form and should not be submitted to the Foundation.