

Thank you for submitting a nomination. Your efforts are important and valued. We hope you find our simplified process accessible, user friendly and easy to complete. Please submit feedback to [GCDEAwards@esd.wa.gov](mailto:GCDEAwards@esd.wa.gov).

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Frequently asked Questions about GCDE Awards nominations

***I want to submit a nomination. Can I do that?***

Yes! Anyone who knows about an employer who is supporting individuals with disabilities can nominate.

***I got interrupted. Can I come back to my nomination?***

Yes! The survey is setup so responses can be edited until the survey is completed.

***I can't fill out these questions. Is there a different way?***

Yes! You can call or email the GCDE office at 360-890-3778 or [GCDEAwards@esd.wa.gov](mailto:GCDEAwards@esd.wa.gov) and speak with Emily, who can help you to fill out the application.

***I want to nominate myself or my business. Can I do that?***

Yes!

***What does private, public and nonprofit mean in the business type question?***

Private employers are businesses that are not part of the government, and they make money. Examples: Target, Microsoft, law firms, etc.

Public employers are the government. Example: Federal, state, cities, counties and municipalities.

Nonprofit employers exist to support a cause and are given a special status, so they don't have to pay taxes to the U.S. government.

***The employer I want to nominate has already received an award and they are still doing a great job. Can I nominate them again?***

It depends. If this employer is doing new things to support employees with disabilities, yes, you can nominate them again. If they haven't changed what they are doing, they are not eligible to receive the award again.

***Our manager is doing such a great job. Can we nominate them for the direct support professional award?***

No. This award is specifically for folks who are doing job development or job coaching and helping people with disabilities get a job and keep working. Consider whether the nomination fits in other categories.

***I want to nominate an employer who keeps wages low so people can keep their disability benefits. Are they eligible?***

Unfortunately, no. GCDE supports equitable hiring and equitable pay. Employees of businesses nominated for our awards need to be paid on par with all other workers, minimum wage or above.

**Can I nominate GCDE staff and committee members for these awards?**

No. Staff members are not eligible for awards. And GCDE members are not eligible while they are serving on the committee.

**It's August! I just learned about the awards. Can I make a nomination?**

Next year please! Our cutoff is July 31.

**When will I know whether my nominee is an award recipient?**

Join us at the awards ceremony in October to find out!

**I think my nomination went through. How do I find out?**

Email Emily at [GCDEAwards@esd.wa.gov](mailto:GCDEAwards@esd.wa.gov). They will confirm receipt of your nomination.

**Why do you ask the size of the business?**

This allows us to compare businesses of similar sizes. A larger business may have more resources and be able to maintain a larger program for people with disabilities. A smaller business may have a more personal approach. Both of these approaches are needed, and we want to be able to honor both.

**Who makes the decision about which businesses will receive an award?**

A panel of GCDE members, past award recipients, and community members review all applications and decide who will receive each award. The Toby Olson Award also includes members of Toby Olson's family.

**How does the panel make the decision?**

It's always a difficult decision. We score each entry using the scale below:

Awards judging rating scale

Award	Max points	Max points	Max points	Max points	Max points	Total pts
<i>Employer</i>	Recruitment: 20	Retention: 25	Welcoming culture: 20	Reasonable Accommodation: 20	Support Documents: 15	100
<i>Youth Employer</i>	Recruitment: 45	Internships & learning opportunities: 40	Hiring youth: 15			100

<i>Direct Support Professional</i>	Outstanding characteristics: 30	Finding jobs: 25	Achievements: 30	Support documents: 15		100
<i>Governor's Trophy</i>	Nominee's activities or actions: 45	Recognition received: 40	Support documents: 15			100

***I don't understand the differences between the 3 awards for individuals, can you help me?***

Yes! Please see the table below:

3 individual awards

<b>Award</b>	<b>Years of Service</b>	<b>Must be a person with disabilities</b>	<b>May receive more than once</b>	<b>Given every year?</b>	<b>Leadership Focused?</b>	<b>Impact to public policy? *</b>	<b>Statewide Impact</b>	<b>Impacts local community</b>
<i>Governor's Trophy</i>		Yes	No	Yes	Yes	No	Yes	Yes
<i>Direct Support Professional</i>	3+ years	No	No	Yes	No	No	No	No
<i>Toby Olson Lifetime Achievement</i>	Career. Typically given for a full career of service to the disability community and a lifetime of impact	No	No	No	Yes	Yes	Yes, and beyond	Yes, but typically impacts full state of Washington and impact in the U.S. as a whole

***How do I know if the person I want to nominate has received an award before?***

Check out our website and look at the past recipients here: [ESDWAGOV - Governor's Employer Awards](http://ESDWAGOV - Governor's Employer Awards). You can also email staff at [GCDEAwards@esd.wa.gov](mailto:GCDEAwards@esd.wa.gov) to request information.

***Should I tell the person or business that I am nominating them?***

That is up to you. However, quite often nominations are stronger when the person filling out the form asks the person or business they are nominating for information to add into the application. We also want to note that the Toby Olson Lifetime Achievement Award needs details about the person's career. You will need depth of information to make that nomination complete.

***Why isn't the Toby Olson Lifetime Achievement Award given every year?***

This is a special award, and we don't always get nominations that meet the criteria. A person needs to have dedicated their full career to serving people with disabilities. A person also needs to have impacted people statewide. Legislative and policy work are part of the scope of the Toby Olson Award.