



2025 D.A. “Woody” Brown Community Involvement Awards Submission Guide

Please review this guide to help you gather the information you need for a complete D.A. “Woody” Brown submission.

Deadline for all entries has been extended to June 27, 2025.
You are welcome to submit entries in all categories.

More information is available at www.vhca.org/nomination-packages.

If you have questions about the submission process, please email doran.hutchinson@vhca.org.

Additional Criteria for NSNCW, NALW, and Special Event Submissions:

1. All entries must include a completed fillable submission form available at www.vhca.org/nomination-packages.
 - a. All mailed materials submitted to VHCA-VCAL must be accompanied by the completed fillable submission form.
2. The completed fillable submission form will provide comprehensive information about each program. Entries can be in the form of a scrapbook, loose leaf binder, or photo album. **Please limit entries to 24 pages front and back.**
3. Judging is based on presentation, program content, and scrapbook, loose leaf binder, or photo album.
4. Resident participation at every stage of the event is critical.

Additional Criteria for Facility Newsletter Submissions:

1. All entries must include a completed fillable submission form available at www.vhca.org/nomination-packages.
 - a. You can upload pdf files of your newsletter and email to doran.hutchinson@vhca.org. **Or**
 - b. Mail materials to VHCA-VCAL accompanied by the completed fillable submission form.
2. Submit three different editions of your newsletter published between May 2024 and May 2025.
 - a. Newsletter submissions will not be returned to the center.