



**JESSE WHITE • Secretary of State & State Librarian**  
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**Illinois State Library**  
**SPOTLIGHT ON ACHIEVEMENT AWARDS**

*Presented by the Illinois Secretary of State/State Librarian Jesse White*

**Nomination Information**

1. An adult literacy or ESL learner or family may be nominated by anyone who has worked closely with the adult learner or family during the previous calendar year January-December.
2. You may want to nominate a learner who has made significant measurable strides in learning, who has overcome challenges that might have stopped someone else or whose story is particularly inspiring. All nominees will be considered. If you have questions, don't hesitate to call our office.
3. Persons cannot win the Spotlight on Achievement Award more than once. A previous nominee may be re-nominated if he/she is still in the nominator's literacy program and still meets the criteria for reading level.
4. The adult learner must be reading at a ninth grade or lower level and be age 17 or older when beginning the literacy program. The ESL learner must be below the Mainstream English Language Training (MELT) level of 7 student performance level (SPL) when beginning the literacy program.
5. Persons cannot be nominated for the Spotlight on Achievement Award if they are learning Spanish as a second language.
6. This form may be duplicated and used to nominate multiple adult learners.
7. All forms must be completed in English.
8. The top Illinois adult learners or families will be selected by a panel of literacy advocates. Winners are chosen on the basis of their stories as presented through nomination materials.
9. Spotlight on Achievement Award winners will be notified in April and recognized at an event at the State Library in Springfield in May where they will receive a plaque of achievement. Sponsoring literacy agencies will receive \$550 per winner to cover travel expenses to and from the event. Remaining award funds must be used to support the literacy project at the sponsoring agency.
10. Once the awards have been made, a release will be provided by the Illinois State Library Literacy Office to the winner that must be signed and returned. This will allow the Secretary of State/Illinois State Library and community publications to use the winner's name, picture and story relating to the Spotlight on Achievement Awards.
11. **PLEASE EMAIL THE NOMINATION FORMS NO LATER THAN MARCH 15 to [literacy@ilsos.net](mailto:literacy@ilsos.net).**

For additional information, please call Tom Huber at  
217-524-3005 or 800-665-5576, #3, or [thuber@ilsos.net](mailto:thuber@ilsos.net).

# SPOTLIGHT ON ACHIEVEMENT AWARDS

## Nomination

**PLEASE TYPE**

**ADULT LEARNER OR FAMILY NOMINEE:**

TITLE (Mr., Ms., or Mrs.) \_\_\_\_\_

FIRST NAME \_\_\_\_\_

LAST NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

ZIP CODE + 4 \_\_\_\_\_

TELEPHONE \_\_\_\_\_

EMAIL OF NOMINEE \_\_\_\_\_

AGE OF NOMINEE \_\_\_\_\_

LENGTH OF TIME NOMINEE HAS BEEN A PROGRAM PARTICIPANT \_\_\_\_\_

**AGENCY NAME:** \_\_\_\_\_

CONTROL# AND BRANCH# \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

ZIP CODE + 4 \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

PROGRAM CONTACT PERSON \_\_\_\_\_

EMAIL \_\_\_\_\_

**NAME OF NOMINATOR:** \_\_\_\_\_

RELATIONSHIP TO NOMINEE \_\_\_\_\_

## SPOTLIGHT ON ACHIEVEMENT AWARDS

### BASIC SKILLS LEVEL OF ADULT LEARNER:

At Entrance into Program: \_\_\_\_\_

Present Level: \_\_\_\_\_

NOMINEE PASSED HSE TEST:  YES       NO       NOT APPLICABLE

HSE Test Scheduled to be Taken on: \_\_\_\_\_

Formal Education Level

Attained by Adult Nominee Only: \_\_\_\_\_

# SPOTLIGHT ON ACHIEVEMENT AWARDS

## Adult Learner Nomination Form

*TO BE COMPLETED BY NOMINATOR*

**PLEASE TYPE**

(Limit response to this page and one (1) attached page.) Clearly describe the nominee's life changes, obstacles and reason for being nominated. More than one sentence will be necessary.

NAME OF NOMINATOR: \_\_\_\_\_

NAME OF ADULT LEARNER  
OR FAMILY BEING NOMINATED: \_\_\_\_\_

**LIFE CHANGES:** Describe any major changes that have occurred in the adult learner's or family's life through a gain in basic skills. These might include a new job, wage increase, promotion, improved family life, withdrawal from welfare or achievement of personal goals.

**OBSTACLES:** Describe learning setbacks or obstacles overcome by adult learner or family to participate in literacy program.

**REASONS ADULT LEARNER OR FAMILY DESERVES NOMINATION:**

## SPOTLIGHT ON ACHIEVEMENT AWARDS

The following narrative is to be **TYPED BY THE ADULT LEARNER OR MEMBER OF FAMILY BEING NOMINATED.**

*If it is necessary for a tutor or nominator to write this exercise, please briefly state the reason and use the adult learner's own words. Describe how improvement in your reading level has enriched your life in the following suggested areas: family, job, church, community or other areas. Be sure your story is as clear as possible so judges may know exactly how your life has improved or changed. More than one sentence is necessary.*

(Limit response to this page and one (1) attached page.)

NAME OF NOMINEE: \_\_\_\_\_

IF OTHER THAN NOMINEE WRITING  
NARRATIVE, PLEASE PROVIDE YOUR NAME: \_\_\_\_\_