



Coalition of Service Providers  
Of St. Charles County  
1025 Country Club Road  
St. Charles, MO 63303

TO: Coalition of Service Providers of St. Charles County and  
Developmental Disabilities Resource Board of St. Charles County Funded Agencies

FROM: Michelle Peters, Coalition of Services Providers President

DATE: July 1, 2015

SUBJECT: 2015 Direct Support Professional Awards

Please note that changes have been made to the Direct Support Professional Awards for 2015.

The St. Charles County Coalition of Services Providers will be accepting Direct Support Professional winners rather than nominees. Each agency that employs direct support professionals may select and submit one direct support staff recipient using the Direct Support Professional Award Recipient Form (attached).

All forms must have approval from the agency executive director/CEO and they must be received by August 28, 2015.

The award celebration is scheduled for Thursday, October 15, 2015 at the Developmental Disabilities Resource Board of St. Charles County office.



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## **2015 Direct Support Professional Award Recipient Form**

Recipients of these awards are people who provide direct support to individuals with developmental disabilities and are dedicated to providing opportunities for the people they serve to become active, valued members of the St. Charles County community. This award is designed to recognize those individuals who demonstrate consistent dedication and who are frequently going above and beyond their typical day to day responsibilities. **Each agency may select one DSP winner to be submitted to the St. Charles County Coalition after obtaining Executive Director/CEO approval.**

**To be an award recipient, an individual must meet the following criteria:**

- A. Be employed full or part-time in St. Charles County,
- B. Spend 85-100% of her/his time in direct support, **with no supervisory responsibilities.**
- C. Demonstrate consistent, outstanding achievement, and
- E. Exhibit sincere dedication.

Award Recipient Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Employing Agency: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Agency Executive Director/CEO: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Please answer the following questions.**

1. How long has the recipient been with your agency ? \_\_\_\_\_
2. How long has the recipient worked in this field ? \_\_\_\_\_

**Please see page 2 for nomination components.**

**AWARD RECIPIENT FORMS MUST BE RECEIVED BY AUGUST 28, 2015**  
**Awards will be presented October 15, 2015**

**Recipient forms must address all components listed below.**

To protect the confidentiality of people supported, use initials as necessary.

Please type or print. A separate sheet of paper may be used.

**ONE DSP AWARD WINNER PER AGENCY PLEASE**

**COMPONENT 1 : Activity/accomplishments in assisting the individual supported to achieve person-centered, positive outcomes.**

Explanation: Provide specific examples of how the recipient's support affected the life of the person receiving supports such as building effective relationships with family/friends; building a meaningful social network; developing opportunities to become an active, contributing member of their community; and how the recipient greatly exceeded expectations in addressing the needs of the person(s) supported.

**COMPONENT 2 : Description of the relationship the recipient has developed with the person(s) he/she supports.**

Explanation: Provide evidence of a strong two-way relationship between the recipient and the person(s) he/she supports. Include words or actions of the persons served that illustrate the bond with the DSP, as well as, similar evidence that the recipient shares this bond.

### **COMPONENT 3 : Examples of advocacy or affecting change with and/or on behalf of people with disabilities.**

Explanation: A) advocacy on behalf of the person served to ensure that he/she receives (for example) proper medical attention, or gets an opportunity to participate in a particular activity, program or work of his/her choosing. This is very common and does not necessarily make the DSP recipient stand out. Advocacy done WITH, not simply FOR, persons served with disabilities where the DSP had to advocate to overcome some obstacle.

B) advocacy involving things such as writing letters together to elected officials, joint participation in lobbying days, creating and using opportunities to educate the community about people with disabilities.

**Submit your form in a sealed envelope and mail to:**

**Developmental Disabilities Resource Board  
Direct Support Awards Committee  
1025 Country Club Road  
St. Charles, MO 63303**

on

**Forms may be completed online at:**

<https://reccouncil.wufoo.com/forms/direct-support-professional-award-recipient/>