

2017 Community Association of the Year Application

Each year the Central Virginia Chapter of Community Associations Institute ("Chapter" or CVC-CAI") selects communities for special recognition as one of its Community Associations of the Year. The awards identifies those communities striving to be more involved with the Chapter, encouraging manager and member participation in CAI events, encouraging education and awareness of its community volunteer leaders, and fostering relationships with businesses and professionals that are certified and trained to work with community associations.

All applications must be submitted electronically by Friday, October 13, 2017 at 5:00PM. Judges review each application, and one award is granted for the most outstanding small, medium, large and very large community with optional recognition for honorable mention.

Award recipients receive:

1. FREE registration for two members of the Board of Directors to the Chapter's 2017 Annual Luncheon at The Jefferson Hotel on Friday, November 3, 2017;
2. Recognition as a Community Association of the Year at the CVC-CAI 2017 Annual Luncheon
3. Plaques of recognition for the association and your managers; and
4. The opportunity to submit an article spotlighting your community in the CVC-CAI Consensus newsletter.

Please complete and submit the following survey-style application to put your common interest community in the running for consideration for this award!

Please submit applications to: sdrayer_cvccai@verizon.net



CVC-CAI Community Association of the Year 2017

Community General Information

1. What is the full, legal name of your common interest community association?
2. Is the association a condominium, homeowners association or cooperative?
3. What is the full name (first & last) of the primary contact for this application?
4. What is the email address of the primary contact for this position?
5. If the community has a website or web page, what is the URL/address?
6. How many units or homes/lots are in your community (completed & developed)?

0-30

101-500

31-100

500+



CVC-CAI Community Association of the Year 2016 *Community Manager*

7. Do you have a community manager and if so, in what capacity?

Yes; full-time employee of the association

Yes; full-time manager from a management company

Yes; part-time employee of the association

Yes; part-time manager from a management company

No; self-managed by volunteers

8. What is the full name of your manager if applicable (if none, enter "N/A")?

9. What are your manager's CAI certifications/designations?

CMCA; Certified Manager of Community Associations

AMS; Association Management Specialist

PCAM; Professional Community Association Manager

LSM; Large-Scale Manager

Not applicable

Other (please specify)



CVC-CAI Community Association of the Year 2016
Community Manager cont.

10. Did he/she attend CVC-CAI events this past year?

Yes

No

Do not know

Not applicable

11. If the answer to Question #10 is "yes", how many events did he/she attend last year?

1

2

3

4 or more

Do not know

12. Did he/she attend the Virginia Leadership Retreat this past year?

Yes

No

Do not know

Not applicable



CVC-CAI Community Associations of the Year 2016
Community Manager cont. & Community Management Company

13. Did he/she attend the CAI national conference this past year?

Yes

Do not know

No

Not applicable

14. Has he/she taken CAI's Professional Management Development Program (PMDP) courses?

Yes

Do not know

No

Not applicable

15. What is the full name of your community management company if applicable (if none, enter "N/A")?

16. What are your management company's CAI certifications/designations?

AAMC; Accredited Association Management Company

AMO; Accredited Management Organization

Do not know

17. Do any of your Homeowner Leaders participate in Chapter events such as the professional luncheons or CA Day Trade Show & Expo?

Yes

No

Do not know



CVC-CAI Community Association of the Year 2016

Short Answers

18. In what ways does your common interest community association welcome new members?

19. Describe the methods by which the board/manager disseminates information throughout your community (i.e. newsletter, web site, etc.) and the associations approach to communication.



CVC-CAI Community Association of the Year 2016

Short Answers

20. Why is your community deserving of a Chapter award for Community Association of the Year?

21. Is your management company a member of the Center Virginia Chapter or any other CAI Chapter in Virginia?

Yes

No

Do not know

22. How long have you been managed by your current management company?

0-12 months

5-9 years

1-4 years

10+ years



CVC-CAI Community Association of the Year 2016
Community Banking

23. What is the name of the financial institution for your primary banking relationship?

24. Is your designated representative with your primary banking institution a member of the Central Virginia Chapter or any other CAI Chapter in Virginia?

Yes

No

Do not know

25. Does your primary banking institution and/or its representatives to your association attend Chapter events or sponsor the Chapter?

Yes

No

Do not know

26. How long have you worked with t this financial institution for your primary banking needs?

0-12 months

5-9 years

1-4 years

10+ years

27. What is the full name of your accounting or auditing firm(s) (if none, enter "N/A")?

28. Is your accounting or auditing firm(s) a member(s) of the Center Virginia Chapter or any Chapter in Virginia?

Yes

No

Do not know



CVC-CAI Community Association of the Year 2016

Accounting & Auditing

29. Does your accounting/auditing firm(s) and/or its representative to your association attend Chapter events or sponsor the Chapter?

Yes

No

Do not know

30. How long have you been served by this/these accounting or auditing firms?

0-12 months

5-9 years

1-4 years

10+ years



CVC-CAI Community Association of the Year 2016 Reserve Study & Planning

31. What firm do your common interest community association use to perform your most recent reserve study or update?

32. Does your reserve study provider or its representative hold the "Reserve Specialist" CAI certification/credential?

Yes

No

Do not know

33. Is your reserve study provider a member of the Center Virginia Chapter or any other CAI Chapter in Virginia?

Yes

No

Do not know

34. Does your reserve study provider and/or its representative to your association attend Chapter events or sponsor the Chapter?

Yes

No

Do not know

35. How long have your utilized the services of this reserve study firm?

0-12 months

5-9 years

1-4 years

10+ years



CVC-CAI Community Association of the Year 2016 Reserve Study & Planning

36. What is the full name of the law firm or firms used by your common interest community association for legal work (if none, enter "N/A")?

37. Are any of the lawyers from your common interest community association's law firm members of the College of Community Association Lawyers (CCAL)?

Yes

No

Do not know

38. Is your law firm a business partner member of the Central Virginia Chapter or any other CAI Chapter in Virginia?

Yes

No

Do not know

39. Do your law firm and/or its representatives to your association attend Chapter events or sponsor the Chapter?

Yes

No

Do not know

40. How long have you utilized the services of this firm?

1- 12 months

5-9 years

2- 4 years

10+ years



**CVC-CAI Community Association of the Year 2016
Business Partners, Service Providers, Contractors
& Homeowners Leaders**

41. Please list any business partners, service providers, or contractors that work with your common interest community association that you know are business partner member of the Central Virginia Chapter:

42. Did any of your service providers participate in Chapter events last year, such as CA Day Trade show & Expo?

Yes

No

Do not know

43. Are any of your Board Members, Committee Members, or other Association Volunteers ("Homeowner Leaders") members of the Central Virginia Chapter?

Yes

No

Do not know

If yes, please specify membership number:

44. Do any of your Homeowner Leaders hold CAI certifications/credentials such as CMCA, AMS or PCAM?

Yes

No

Do not know

If yes, please specify membership number: