**2018-2019 EXCELLENCE AWARDS NOMINATION APPLICATION**

Applications Due October 23, 2018

Please use this Word document to draft your application and confirm that you have all of the appropriate attachments prepared before submitting in the online system.

All applications must be submitted online;

this document is provided as a space to draft and edit your application only.

**SUBMISSION INSTRUCTIONS**

Please complete the following steps to make an Excellence Awards submission in the respective sections below.

* 🞎 Select an award category for your submission
* 🞎 Provide demographic information for your submission
* 🞎 Provide your program title
* 🞎 Provide information for the following required sections:
1. 🞎 Executive Summary
2. 🞎 Student Learning and/or Success
3. 🞎 Mission and/or Advancement of Student Affairs
4. 🞎 Student and/or campus needs
5. 🞎 Collaboration and Sustainability
6. 🞎 Originality and creativity
7. 🞎 Application of Research, Theory, and Assessment
* 🞎 Upload no more than three letters of support (one required)
* 🞎 Provide web links for three additional resources (optional)

***Nomination Status (select one)***

Are you the main administrator of the program being submitted, or are you submitting this program on someone else's behalf?

* Self-Nomination
* Other Nomination

***Awards Category (select one)***

* Administrative, Assessment, Information Technology, Fundraising, Professional Development, and related
* Athletics, Recreation, Physical Fitness, Non-Varsity Sports, and related
* Careers, Academic Advising and Support, and related
* Civic Learning, Democratic Engagement, Service-Learning, Community Service, and related
* Enrollment Management, Financial Aid, Orientation, Parents, Persistence, First-year, Other-year, and related
* Housing, Residence Life, Contracted Services, Judicial, and related
* International, Multicultural, Cultural, Gender, LGBTQ, Spirituality, Disability, and related
* Off-Campus, Commuter, Non-traditional, Graduate, Professional, and related
* Student Health, Wellness, Counseling, and related
* Student Union, Student Activities, Greek Life, Leadership, and related
* Violence Education and Prevention, Crisis Management, Campus Security, and related

***Program Title:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Previous Winner (select one)***

Has this nomination received a previous Excellence Award? If so, what year and what category?

* Yes
* No

If yes, year and category of previous Excellence Award: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Nominator Information***

Nominator First Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Nominator Last Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Job Title: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Institution: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Address 1: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Address 2: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

City: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

State: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Zip Code: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Telephone Number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Nominator Email Address: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Region/Area (select one)***

Please indicate the region your institution is in.

To determine your region, please visit <http://www.naspa.org/constituent-groups/regions>

* Region I
* Region II
* Region III
* Region IV-East
* Region IV-West
* Region V
* Region VI
* LAC
* MENASA

***Vice President for Student Affairs at Your Institution***

This information is collected so they can be notified if your program is selected as an award recipient.

VPSA Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

VPSA Title: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

VPSA Address 1: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

VPSA Address 2: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***President of Your Institution***

This information is collected so they can be notified if your program is selected as an award recipient.

President Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

President Address 1: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

President Address 2: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Press Office Information at Your Institution***

This information is collected so they can be notified if your program is selected as an award recipient.

Press Contact Name: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Press Contact Title: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Press Office Address 1: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Press Office Address 2: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Press Office Email Address: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Executive Summary***

Please provide an executive summary of program, project, or activity being nominated for the NASPA Excellence Awards. Please keep your submission to less than 500 words.

***Student Learning and/or Success***

Please describe the program, project, or activity’s demonstrated impact on student learning and/or student success including identified student learning outcomes and outcome measurement.

***Mission and/or Advancement of Student Affairs***

Please describe the program, project, or activity’s relevance and connection to the university’s mission, vision, or strategic plan and/or the advancement of student affairs professional, research, or student development theory.

Does your submission reflect the Excellence Awards judging criteria? Positive impact on student learning, transitions, retention and/or success; Relevance to institutional mission; Demonstration of success in addressing student needs and/or critical campus issues; Collaboration with academic affairs and other departments; Originality and creativity; Effective use of technology and other resources Innovative practical use of research and/or assessment and linking to learning outcomes; Evidence of sustainability; Quality of program description and submission.

***Student and/or campus needs***

Please describe how the program, project, or activity meets identified or articulated student, student group, department, campus, or institutional needs and how those needs were woven into development, implementation, and assessment.

***Collaboration and Sustainability***

Please describe how the program, project, or activity developed new or increased current collaboration with other units on campus (including academic departments and town-gown organizations) as well as plans for sustaining program, project, or activity for long term on campus after initial development, implementation, and assessment.

***Originality and creativity***

Please describe why the program, project, or activity is unique, original, or innovative to the university community, student affairs profession, or category of submission, including the use or integration of emerging learning technologies or technology immersion.

***Application of Research, Theory, and Assessment***

Please describe the program, project, or activity’s application or new or emerging research, theoretical framework, and/or assessment practices including relevant sources, learning outcomes assessment data, and best practices.

***Letters of Support (upload)***

Please include no more than three letters of support which highlight any of the above categories including, but not limited to, student learning/student success, institutional impact, assessment of learning outcomes, collaboration with other units, long term sustainability of program, and/or use of technology and social media.

You will need to upload at least one letter in the initial submission to submit. You may continue to upload and change letters up until the deadline of October 23.

🞎 Letter of Support #1

🞎 Letter of Support #2

🞎 Letter of Support #3

***Internet/Web Links***

If available, please include up to three internet or links to webpages, social media sites, videos, or assessment data.

🞎 Internet/Web Link #1

🞎 Internet/Web Link #2

🞎 Internet/Web Link #3

***Permission to Share***

Please initial next to the statement below.

🞎 By submitting this application, you grant NASPA the permission to share your application if you are selected as a recipient of an Excellence Award.