

EXCELLENCE IN OUTREACH AND ENGAGEMENT AWARD GUIDELINE

PURPOSE: To recognize and encourage excellence in outreach and engagement by University of Idaho faculty.

NATURE: The award consists of an honorarium of \$5,000 and an appropriate commemorative award.

ELIGIBILITY: The award will be given to a University of Idaho faculty member who demonstrates excellence in outreach and engagement that is anchored in scholarship and conducted in collaboration with individuals, communities, organizations, or businesses in a context of partnership and reciprocity. The work recognized may be a single significant contribution or an accumulation of significant contributions that have received or have the potential to receive regional or national recognition.

NOMINATION: Any University of Idaho faculty member may nominate a colleague. To do so he or she must provide:

1. A letter of nomination highlighting the nominee's major outreach/engagement programs, accomplishments and impacts.
2. A narrative that describes in more detail the nominee's excellence in outreach and engagement, including:
 - A brief discussion of the problem/situation addressed.
 - How the project/program addressing the situation was planned in collaboration with stakeholders.
 - How the project/program was implemented in collaboration with stakeholders.
 - How the project/program impacts/outcomes were evaluated, documented, and reported.
 - What significant economic, social, environmental and/or political changes occurred as a result of the collaborative effort?
3. A current, complete curriculum vitae.
4. Provide a brief bio (**must be 450 to 500 words**) outlining the nominee's academic degrees, dates, and institutions, and major outreach/engagement programs, accomplishments and impacts.
5. The nominator may work with the nominee to provide information needed for items 2, 3 and 4 above.
6. Attach supporting letters from:
 - a. Recognized practitioners (non-UI) in the field who can speak knowledgeably of the candidate's contributions (two letters).

- b. Professional colleagues who can speak to the candidate's excellence in outreach/engagement education (two letters). (Please note: The candidate should not be encouraged or permitted to solicit letters supporting this nomination, but may suggest recognized practitioners and professional colleagues who are knowledgeable about the candidate's work).
7. Supporting documentation (such as printed materials, programs, reports, etc.) may be included provided these are restricted to the work on which the nomination is based (not more than five pieces).

Up to two additional awards of \$2,500 may be made to nominees of exceptional merit. All nominations will be kept on file and reconsidered for two additional years; however, the nomination must be reactivated by the nominator each year. Please submit nominations via the [Excellence Awards Nomination Form](#).