SPECIAL ACHIEVEMENT AWARD
Committee Nomination Form

Entry deadline:

Forms must be received by the Public Relations Chairperson no later than <u>July 1st</u>
All entries must be submitted (either via e-mail/electronic file or postmarked via USPS)
by 6:00 PM (CST). Electronic submissions are preferred. <u>No exceptions will be made to</u>
<u>this deadline. Late nominations will not be accepted.</u>

The Public Relations Committee Chairperson will confirm receipt of nominations within one week.

Club committees as well as ADDC committees are eligible for nomination.

Please submit a separate form for each nomination. Clubs may submit more than one nomination per year. Nominations will be limited to five pages plus one cover page.

Submitted by Desk and Derrick Club:_____Region_____

Club President Signature:_____ Date:_____

The _____ Club hereby nominates the following.

Committee Name:_____ Special Project___ Seminar or Workshop___

For PR Committee Use Only

DATE RECEIVED:_____
Reviewed by Committee:_____
Reviewed by ADDC Board:_____
Award Granted:_____

Special Achievement Award Nomination Form:

NOMINATION OF COMMITTEE

    A. Special Project

     1. Please provide a brief summary of the special project.
     2. What was the educational benefit of this project to the Association?
     3. State the purpose of the project, and the results.
     4. What was the intended accomplishment, how much time and effort by the chairperson and committee members?

         OR

    B. Seminar and/or Workshop

     1. Please provide a brief summary of the Seminars and/or Workshops.
     2. What was the educational benefit of the Seminar and/or Workshop to the Association?
     3. State the purpose of the Seminar or Workshop, subjects covered, and what were the results? Comment from participants/instructors.
     4. What was the intended accomplishment, how much time and effort from committee members participating in seminar and/or workshop?

Keep in mind committee members and ADDC Board look at <u>ALL</u> criteria (club, regional, association, benefit, purpose, results, participation, etc.)