



## **Title III Enhancing A&T Award Program**

**FOR SHRA AND EHRA NON-FACULTY EMPLOYEES**

### **Nomination Form**

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#### **Nomination Deadline: March 31st**

Thank you for your interest in nominating an individual for the **Title III Enhancing A&T Award**. This award recognizes support personnel who exhibit exceptional qualities in the following areas: Efficiency, Accuracy, Professional Development, and Creative Solutions.

#### **1. Nominee Information**

- **Nominee Name:**
- **Nominee Position/Title:**
- **Nominee Department/Team:**
- **Nominee Contact Information (Email/Phone):**

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#### **2. Nominator Information**

- **Your Name (Nominator):**
- **Your Position/Title:**
- **Your Department/Team:**
- **Your Contact Information (Email/Phone):**

### **3. Award Criteria**

Please describe the nominee's contributions based on **at least one** of the following award categories. Be as specific as possible, including concrete examples of how the nominee has demonstrated excellence in each area. (Please provide detailed responses to ensure a thorough and fair evaluation of the nominee's contributions.)

#### **A. Efficiency**

Please describe how the nominee demonstrates efficiency in completing tasks, managing resources, and achieving exceptional outcomes. Include examples where the nominee's actions had a positive impact on the organization.

#### **B. Accuracy**

Provide examples of how the nominee demonstrates exceptional accuracy, reliability, and correctness in their work. How do they consistently produce accurate results, adhere to standards, and pay attention to important details?

#### **C. Professional Development**

Explain how the nominee engages in professional development through workshops, conferences, and collaboration with Title III and campus partners. Include examples of how they contribute to the professional growth of others.

#### **D. Creative Solutions**

Describe how the nominee introduces innovative solutions, resolves conflicts, and shares knowledge with peers. Highlight how their creative thinking has enhanced the quality of service or operations within the university.

#### **E. Collaboration and Teamwork**

Provide examples of how the nominee fosters teamwork, cooperation, and open communication within the university. How do they advance departmental goals through collaboration and build effective relationships across departments?

#### **4. Additional Comments**

Please provide any additional information you believe is relevant to the nominee's qualifications for the Title III Enhancing A&T Award. This can include letters of support, specific achievements, or other contributions not mentioned above.

## **5. Nominee Eligibility**

Please confirm that the nominee meets the eligibility criteria:

- **Is the nominee a full-time North Carolina A&T State employee?**
  - Yes
  - No
  
- **Has the nominee been employed for at least 30 days?**
  - Yes
  - No
  
- **Has the nominee been in good standing with the University?**
  - Yes
  - No
  
- **Is the nominee currently employed by the University at the time of award distribution?**
  - Yes
  - No
  
- **Has the nominee previously received the Title III Enhancing A&T Award?**
  - Yes
  - No

## **6. Confirmation and Signature**

By submitting this nomination form, you confirm that the information provided is accurate to the best of your knowledge, and you acknowledge that the nominee meets all eligibility criteria.

- **Nominator's Signature:**
  
- **Date:**

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## **7. Submission Instructions**

Please submit this completed form by March 31<sup>st</sup> to ensure consideration for the award. You can submit it by emailing directly to [Title3Admin@ncat.edu](mailto:Title3Admin@ncat.edu).

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This form is designed to ensure that all nominated individuals are fairly evaluated based on their contributions to the mission of Title III. Your detailed responses will help us recognize the exceptional staff members who have gone above and beyond in contributing to the success of North Carolina A&T.

**If additional space is needed, please attach a separate document.**