**University of Wyoming Extension**

**CREATIVE EXCELLENCE RECOGNITION**

**Name of Nominee/Team**

**Team Names**

**Office Address Date**

**Nominator Deadline September 23, 2016**

**Address**

For the nomination to be complete we will need the following:

From the Nominator:

* Include this application form and/or a letter of nomination stating why the person/team is nominated and by whom.
* Two letters of recommendation (not including the letter from the person making the nomination) stating what the nominee/team has done in programming that was innovative or unique and would inspire Extension employees to try something similar (no more than one page).
* Success stories
* Impact statements

If the selection pool is not sufficient or the awards committee feels the candidate does not meet the criteria, the committee may choose not to present the award for the current award year.

**RETURN ALL INFORMATION TO:**

**College of Agriculture and Natural Resources**

**UW Extension Director’s Office**

**Attn: Ann Roberson**

 **Dept. 3354, 1000 E. University Avenue**

**Laramie, WY 82071**

**University of Wyoming Extension**

**DIVERSITY ENHANCEMENT RECOGNITION**

For employees who have contributed to creating an understanding of diversity and a diverse workplace.

**Name of Nominee**

**Office Address Date**

**Nominator Deadline September 23, 2016**

**Address**

For the nomination to be complete we will need the following:

From the nominator:

* Include this award application form and/or a nomination letter stating why the person is nominated and by whom.
* Two letters of recommendation from those most familiar with the personal accomplishments of this person in relation to diversity (not including the original letter of nomination).
* Brief summary of accomplishments the nominee is involved in that focus on diversity (Limit to three double-spaced pages). Needs to include the design of the program, location, methods used to foster an environment that values diversity, innovative/creative approach, involvement of others, and time frame. (Note impact, obstacles overcome, benefits, qualitative results and future implications).

If the selection pool is not sufficient or the awards committee feels the candidate does not meet the criteria, the committee may choose not to present the award for the current award year.

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**NEWER EMPLOYEE RECOGNITION**

For employees who have no more than six years in UW Extension.

**Name of Nominee**

**Office Address Date**

**Nominator Deadline September 23, 2016**

**Address**

For the nomination to be complete we will need the following:

From the Nominator:

* An application form or letter of nomination stating something about a special program, special recognition, attitude-improvement, community involvement etc.
* Two recommendation letters (not including the original letter of nomination).

From the State Office:

* Last three years of Annual Summaries, or less depending on length of time with the organization.

If the selection pool is not sufficient or the awards committee feels the candidate does not meet the criteria, the committee may choose not to present the award for the current award year.

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