

## **AAPSE Distinguished Achievement in the Certification Award**

This award encourages, recognizes, and rewards outstanding contributions to **Pesticide Applicator Certification** for achieving public good and the professionalism of pesticide safety education. The nominee must have demonstrated excellent performance through program innovation, efficiency, productivity, impact, and delivery as well as regional and national contributions. More than one award may be given each year; however, this Award may not be given each year.

**Eligibility and Nomination Process.** The nominee must be a current AAPSE member (e.g., university, federal or state agency, industry, non-governmental organizations). Nominees cannot be serving on the Awards, Fellows and Honorary Membership Committee (AFHMC) or AAPSE Executive Committee. Obtaining the assistance of the nominee in supplying accurate information is permissible and may make the document more complete.

Members of the AFHMC and the AAPSE Executive Committee cannot be part of the nomination process; this includes being a nominee, submitting a nomination, or writing a letter of support.

The AFHMC evaluates the nominations and sends its recommended rankings to the AAPSE Executive Committee.

The AAPSE Executive Committee receives the recommendations and makes the selections on behalf of the Board of Directors. Nominations will not be returned to the nominators. Each nominator is encouraged to keep a file copy of the nomination since it may be the basis for submitting a nomination in the following year.

**Submission.** Nominations must be submitted as e-mail attachments to the Chairperson of the AFHMC. Only the following formats will be accepted: Microsoft Word, Corel WordPerfect, or Adobe PDF. Each nomination must include:

1. Cover Page:
  - a. Nominee's Name, affiliation, address, phone number, e-mail address
  - b. Professional positions (titles of positions held, employers, and years only)
  - c. Academic record (degrees received, dates, and institutions only)
  - d. Page should use 12 pt. type and have 1-inch margins.
2. Letter of nomination that provides an explanation of how the individual contributed to Pesticide Safety Education for achieving public good and demonstrated excellent performance through program innovation, productivity, efficiency, impact, and delivery as well as regional and national contributions. Nomination letter should not exceed three pages.
3. Two letters of support from professional colleagues and/or clientele. Each support letter should not exceed three pages.

**Evaluation.** Preparation of the best nomination possible for a distinguished colleague will assure a fair evaluation by the AFHMC. Clearly identifying and evaluating the nominee's

contributions is an important part of the nomination. The relative weight of the categories of achievement and performance are:

- maximum of 60 points for nomination letter detailing the nominee's program innovation, productivity, efficiency, impact, and delivery as well as regional and national contributions, and
- maximum of 20 points for each of the two letters of support.

**Renomination.** Any candidate nominated, but not selected can be renominated with a revised nomination and updated support letters to the AFHMC by the nomination deadline.

**Notification.** AAPSE President will notify all candidates and their nominators with the selection results.