



Spring Convocation Award Narrative

Name: **EXCELLENCE IN OUTREACH AWARD**

Description: Two Excellence in Outreach Awards are given; one for faculty and one for staff positions. Nominations and award selections shall recognize especially significant outreach/engagement achievements, outreach programming, and/or an established body of outreach/engagement related scholarship work. Nominations recognizing efforts that go above and beyond the scope of the nominee's position may receive priority consideration. (For clarification - Outreach refers to the provision of programs, services, activities, and/or expertise to those outside the *traditional* university community of faculty, staff, and students. Engagement involves a partnership in which there is mutually beneficial, two-way interaction that is most often between the university (students, faculty, and staff) and other communities.) For additional definition, description and examples please see the MSU position paper on Outreach and Engagement at <http://www.montana.edu/outreachengagementcouncil/>

Eligibility: All full-time faculty and staff at MSU-Bozeman are eligible to be recognized.

Sponsor: Office of Academic Affairs, Outreach and Engagement Council and Extension

Award Amount: \$2,000

Selection Criteria:

- Significant outreach/engagement achievements, outreach programming, and/or an established body of outreach/engagement related scholarship work.
- Efforts that go above and beyond the scope of the nominee's position.

Nomination Materials Required: Please complete separate nominations for faculty or staff awards. A completed application will consist of:

- Nomination letter (specifying faculty or staff award nomination) which includes a brief summary (limited to 2 pages) describing the accomplishments of the nominee. The nominating letter should speak to the significance and impact of the nominee's outreach and/or engagement achievement.
- A current vita not to exceed 8 pages
- An abstract of not more than 200 words that could be included in the Provost's Excellence in Outreach Annual Report.
- Two letters of support - One must be from the nominee's current supervisor. The letters of support should speak to the significance and impact of the nominee's outreach/engagement achievement. The nominator must obtain and submit both letters with the nomination materials.

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