

2010 NOMINATION INSTRUCTIONS
CALS ALUMNI AND FRIENDS AWARD OF DISTINCTION

The CALS Alumni and Friends Award of Distinction is presented to UF/CALS alumni or friends in recognition of their outstanding contributions to UF, IFAS, CALS and the agricultural, natural resource, life science and related industries and professions.

A list of previous recipients may be found at www.cals.ufl.edu/alumni/award-winners.shtml.

Selection will be based 25 percent on service to industry and profession, 40 percent on service to UF/IFAS/CALS, 25 percent on community service, and 10 percent on professional recognitions, honors and memberships. Nomination materials for those not selected will be retained and considered for three years.

All nominations must be received in 2002 McCarty D no later than 5 p.m. on Jan. 19, 2010.

The information outlined below is needed for each nominee. Nomination materials should be typed.

A. Nominator Contact Information

1. Full name of nominator
2. Title and organization (if applicable)
3. Mailing address
4. Phone number
5. E-mail address

B. Nominee's Personal Information

1. Full name of nominee
2. Preferred name
3. Spouse's name
4. Mailing address
5. Phone Number
6. E-mail address
7. Date of Birth

C. General Background Information (use resume format)

1. Education
Institution(s) and dates attended, degree(s) earned and major(s)
2. Employment
List organization, institution or firm, dates, and positions held
3. Organizational memberships, including professional societies
List office(s) held with dates
4. Committee assignments and other professional appointments

C. **General Background Information** (*continued*)

5. Civic engagement and community service
Include involvement with civic, religious and other community-based organizations
6. Involvement with University of Florida
List any involvement with UF, IFAS, CALS, or research and education centers. This could include service on a committee, volunteering, financial support, participation in research, etc.
7. Honors, awards, citations and other recognition of a meritorious nature

Using a separate page for each of the following, please include:

Please adhere to the word limits specified for written documentation items I through III.

- I. Briefly state why you think the nominee should be recognized by CALS Alumni and Friends and outline the nominee's major contribution(s) to the agricultural, natural resource, life science and/or related industries, UF, and IFAS/CALS (limited to 400 words).
- II. Biographical sketch not to exceed one page, double spaced.
- III. Additional information: This item, not to exceed 400 words, should be used to highlight items that do not properly fit into other sections of this outline.
- IV. Please attach up to three letters of recommendation.

Send completed nomination to:

CALS Alumni and Friends
Attn: Award of Distinction
P.O. Box 110270
Gainesville, FL 32611-0270
Fax: 352-392-8988
alumni@cals.ufl.edu

Questions? Contact Cathy Carr, CALS Director of Alumni and Career Services, at 352-392-1963 or hcarr@ufl.edu