

AAIDD Annual Awards Nomination Form

Consideration for awards is based on the nominator’s representation and supporting documentation. Membership in AAIDD is not a prerequisite for an award; a candidate may not self-nominate. **Respond to each item in this nomination form.**

Step 1: Award Nomination – select an award category, please select only one.

(Make sure you have read the awards guidelines for descriptions and eligibility)

- | | | |
|---------------------------------------------------------------------------|----------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Education | <input type="checkbox"/> International | <input type="checkbox"/> Service to the Association |
| <input type="checkbox"/> Early Career Professional | <input type="checkbox"/> Leadership | <input type="checkbox"/> Service to the Field |
| <input type="checkbox"/> Full Community Inclusion | <input type="checkbox"/> Media | <input type="checkbox"/> Special |
| <input type="checkbox"/> Hervey B. Wilbur Award for Historic Preservation | <input type="checkbox"/> Policy | <input type="checkbox"/> Student |
| <input type="checkbox"/> Dybwad Humanitarian Award | <input type="checkbox"/> Research | |

Step 2: Nomination Information

Nominator:	
Name:	
Highest Degree:	
Title:	
Organization:	
Preferred Address	
City, State, ZIP:	
Phone:	
Email:	
Nominee:	
Name:	
Highest Degree:	
Title:	
Organization:	
Preferred Address	
City, State, ZIP:	
Phone:	
Email:	

Step 3: Narrative

Provide a narrative, not to exceed 500 words, in support of the nomination, addressing the following areas:

- a. Significance of contributions.
- b. Quality and impact of contributions.
- c. Years (duration) of significant effort.
- d. Geographic range of contributions (must be national or international)

Step 4: Vita of Nominee

Provide the resume or vita of the nominee

Step 5: Letter of Support

Provide one (1) letter of support from a person familiar with the nominee’s achievements

Please send complete nomination package via email to maria@aaidd.org by October 31, 2017

AAIDD Annual Awards and Evaluation Guidelines

Timelines

The call for nominations opens each **September and closes by the end of October**. All nominations must be submitted electronically following the directions provided on the AAIDD website. Awards are presented at the Association's annual meeting.

Purpose

The purpose of AAIDD's annual awards is to recognize those who have made significant contributions that have influenced positive change in the field of intellectual and developmental disabilities over an extended period of time. The following **general guidelines** apply to all AAIDD awards:

1. Membership in AAIDD is not a prerequisite for an award.
2. A candidate may not nominate himself or herself.
3. Recipients may receive an award in only one category in any given year.
4. Decisions of the Awards and Fellowship Committee will prevail.
5. Activities of recipients must have a national or international impact.
6. No posthumous awards will be given except for a person who died within the current year.
7. No national AAIDD board member is eligible for an award during his or her term of office.
8. Individuals may not be considered if they have received an award within the last five (5) years.

Nomination Guidelines

The following **nomination guidelines** apply to all AAIDD awards, see following table for awards with additional requirements. Incomplete nominations will not be considered by the Awards and Fellowship Committee.

All nominations must include the following documentation, in English:

1. Nominator's name, affiliation, title, address, phone number, and email.
2. Nominee's name (or contact person for a nominated organization or program), affiliation, title, address, phone number, and email.
3. A narrative, not to exceed 500 words, in support of the nomination, addressing the following areas:
 - a. Significance of contributions.
 - b. Quality and impact of contributions.
 - c. Years (duration) of significant effort.
 - d. Geographic range of contributions (must be national or international)
4. Resume or vita of nominee.
5. One (1) letter of support from a person familiar with the nominee's achievements.

Areas in which awards for outstanding contributions or special achievement may be given by AAIDD

Award	Eligibility
<p>Education Awarded for significant contributions to dissemination of knowledge in the field of intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual</i>.</p>
<p>Full Community Inclusion Awarded to culturally responsive programs that have succeeded in full community inclusion and participation.</p>	<p>Award is presented to an <i>organization or program</i> that serves people with intellectual and developmental disabilities and that:</p> <ol style="list-style-type: none"> 1. Is designed to and is successful in assuring the full community inclusion and participation of the people who receive services from the program; 2. Empowers local communities in fully including individuals with intellectual and developmental disabilities; 3. Serves as an inspiration for other community efforts at the local, state, regional, national, and/or international levels; and 4. Respects and is responsive to local cultures.
<p>Hervey B. Wilbur Award for Historic Preservation Awarded for contributions to historic preservation of the archives of the field of intellectual and developmental disabilities and/or the Association.</p>	<p>Award is presented to an <i>individual, organization, or program</i>.</p>
<p>Dybwad Humanitarian Awarded for promotion of human welfare and social reform.</p>	<p>Award is presented to an <i>individual</i>.</p>
<p>International Awarded for outstanding contributions in research, education, service, or advocacy that has had an impact on people with intellectual and developmental disabilities within a particular country or across national lines.</p>	<p>Award is presented to an <i>individual</i> who is a citizen of a country other than the US or Canada.</p>
<p>Leadership Awarded for courage and dedication resulting in an outstanding contribution to the field of intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual</i>.</p>

Areas in which awards for outstanding contributions or special achievement may be given by AAIDD

Award	Eligibility
<p>Media Awarded for significant contributions in depicting Americans with disabilities in a positive light.</p>	<p>Award is presented to an <i>individual, organization, or program</i> that has depicted Americans with disabilities in the nominated medium in a positive light. Note: A copy of or access to (URL, database, etc.) the work(s) depicting Americans with disabilities in must be provided.</p>
<p>Policy Awarded for significant contributions to public policy that has advanced the field and resulted in positive outcomes for people with intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual or organization</i>.</p>
<p>Research Awarded for formulations and investigations that have contributed significantly to the body of scientific knowledge in the field of intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual</i>.</p>
<p>Service to the Association Awarded for significant leadership contributions to a Chapter, Region, or Interest Network.</p>	<p>Award is presented to an <i>individual</i> who has served in an AAIDD leadership role within the last two years.</p>
<p>Service to the Field Awarded for contributions to improved service for individuals with intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual</i>.</p>
<p>Special Awarded for an unusual or significant contribution or achievement not covered by other award categories.</p>	<p>Award is presented to an <i>individual, organization, or program</i>.</p>
<p>Student Recognizes student contributions in service, leadership, or scholarship to the field of intellectual and developmental disabilities.</p>	<p>Award is presented to an <i>individual</i>. A student is a person who was a full-time or part-time student enrolled in a degree program at the time of nomination.</p>
<p>Early Career Awarded for a recognized contribution to or achievement in the field of intellectual and developmental disabilities by an individual in the early stages of their career.</p>	<p>Award is presented to an <i>individual</i>. An early career professional is a person who has been active in the field for less than 10 years or is less than 10 years post graduate school at the time of nomination.</p>

Evaluation Guidelines

Process

The process of evaluating nominations is:

Step 1: Determination of eligibility for consideration.

- Does the nomination satisfy the overall *and* award-specific guidelines for eligibility? Yes/No
- Is the nomination complete? Yes/No

Step 2: Determination of merit.

If a candidate is deemed eligible through Step 1, the merit of his or her nomination should be evaluated with respect to the following categories through the narrative, letter of reference, resume/vita, and any additional required supporting documentation.

Step 3: Selection.

A score of at least 80 is required for further consideration. The committee's deliberation must result in a slate of award winners. Not all awards will be made in all years. Barring truly extraordinary circumstances, no more than one (1) award shall be made per award category in any year.

Criteria	Max
Significance of contribution Not significant (0) Minor significance (10) Significant (15) Very significant(20) Essential (30)	30
Quality and thoroughness of contributions Normal effort (1) Above normal effort (5) Skilled effort (10) Excellent in every way (20)	20
Duration of significant effort 3 to 4 years (4) 5 to 7 years (8) 7 to 9 years (12) 10 or more years (14-20)	20
Geographic range of contribution Local (2) State (4) National (20) North American Continent (25) International (30)	30
Total	100

Definitions

The following definitions apply:

- *Service to the field* means contributing to service improvement for people with intellectual and developmental disabilities.
- *Leadership* means performance that has guided or directed others in improving the quality of programs for people with intellectual and developmental disabilities.
- *Policy* means contributions in public and social policy directed toward improving the quality of programs and services for people with intellectual or developmental disabilities
- *Scholarship* means performance that reflects a systematic application of scientific inquiry techniques to a problem of significance in the field of intellectual and developmental disabilities.