

Category: Team and People
Award: Individual Foundation Award

Submission Deadline: December 29, 2022

Email forms to tellus@princeton.edu or send through campus mail to US Rewards and Recognition, 7 New South, Office of the VP

Background

University Services team members are the foundation of our organization. We value and respect one another's diversity, knowledge and experience while fostering a culture of appreciation, and we are committed to providing learning opportunities and support in order for our people to flourish.

The Individual Foundation Award is presented to a University Services staff member for his or her exceptional performance, outstanding achievements and important contributions that have made a positive impact on customers' Princeton experience(s).

Selection

Award winners will meet the general requirements (see General Guidelines) and be selected based on the committee's review of Part II: About the Nominee on the nomination form.

Award

Award winners will receive a monetary award of \$1,500 and a commemorative plaque, which will be presented at the annual Rewards and Recognition event. Recipients of the Individual Foundation Award may not be considered for a second Individual Foundation Award within a five-year period, however, they may be nominated as part of the Team Foundation Award. Winners are also eligible to be nominated for awards in different categories. Please note that all monetary awards are subject to taxes and dollar amounts are subject to change each year.

Nomination Process

To nominate a colleague for the Individual Foundation Award, please **complete PART I through PART III**. For assistance with this form, speak with your manager, contact Verita Murrill (vmurrill@princeton.edu or 609.258.2676), or make an appointment with Princeton Writes (pwrites@princeton.edu or 609.258.9980).

PART I. WHO WOULD YOU LIKE TO NOMINATE?

Name

 Check this box if this is a self-nomination

Title and Department

PART II. ABOUT THE NOMINEE

Please choose Option 1 or Option 2 below. Attach additional pages to this form if necessary.

Option 1: Nominators may answer as many of the following questions that describe why the individual you have nominated should be awarded the Individual Foundation Award. Additional information may be attached to this form.

Option 2: Submit a free-form nomination, using the questions below as a guide, and attach it to this form.

How has the nominee helped create a supportive and positive environment (culture of appreciation) within the department or University Services?

How has the nominee made a positive impact on the department, University Services or Princeton University?

How has the nominee shown exceptional integrity, dedication, responsiveness, flexibility and reliability?

How has the nominee collaborated and created partnerships within and beyond the department or University Services?

How has the nominee supported or created learning and development opportunities that have increased knowledge and skills for staff, the department or University Services?

PART III. NOMINATOR INFORMATION

The selection committee may contact you if additional information is needed.

Name and Title

Email or Phone

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