**OEF Award Nomination Form**

*for the following OEF Award (check one):*

\_\_\_ Commitment to Excellence Award

\_\_\_ Special Recognition Award

\_\_\_ Volunteer Service Award

\_\_\_ Distinguished Alumni Award

Date of Nomination: \_\_\_\_\_\_\_\_\_

*Please note that self-nominations are not accepted and previous award recipients are not eligible. Incomplete nomination forms will be returned. Be sure to review the “Tips for Creating a Strong Nomination Packet” (www.oefsite.org) before submitting this nomination.*

|  |  |  |  |
| --- | --- | --- | --- |
| Person Being Nominated | | **Nominator** | |
| Name |  | Name |  |
| Position/School or Department |  | How do you know the Nominee? |  |
| Home Address |  | Home Address |  |
| Email |  | Email |  |
| Phone |  | Phone |  |



**APPLICATION CHECKLIST**

Include the following with this cover sheet:

1. Your nomination statement. Why should this person receive an OEF award? Please explain the nominee’s accomplishments with regard to the established criteria.
2. Letters supporting your nomination: A minimum of 2 are required. The first 5 will be reviewed, although all letters are given to the nominee

Letters of support are written by the following people:

1.

2.

3.

4.

5.

**SUBMISSIONS:** Submit the nomination form, your nomination statement, and the letters of support **together in one packet to:**

Okemos Education Foundation

4406 Okemos Rd.

Okemos, MI 48864

**Questions:** Contact chair@oefsite.org

**Be sure to check www.oefsite.org for this year’s nomination deadline.**

Thank you for recognizing excellence in our district.