**ADMINISTRATION OUTSTANDING SERVICE AWARD NOMINATION FORM**

The Administrative Section Outstanding Service Award was first given in 2013. This award is presented to someone who has demonstrated exceptional public service by enhancing the fiscal and administrative areas in support of providing public health services to the community.

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| --- | --- |
| Nominee: | Click or tap here to enter text. |
| Title/Agency: | Click or tap here to enter text. |
| Business Address: | Click or tap here to enter text. | Nominee Email: | Click or tap here to enter text. |
| City/State/Zip: | Click or tap here to enter text. | Nominee Phone: | Click or tap here to enter text. |
| Nominated by: | Click or tap here to enter text. | Nominator Email: | Click or tap here to enter text. |
| Nominator Phone: | Click or tap here to enter text. |
| **NOTE:** *Nominator is responsible to assure the award recipient and guests are registered for the Conference or the Awards Luncheon. The luncheon is included in one-day and full registration. Payment may be made by nominator, section, awardee, etc.* |

# Nomination Criteria:

* 1. Member of GPHA
	2. Employed in providing direct administrative services, such as finance, human resources, contracts, budget, contracts) in a public health environment
	3. Services have enhanced public health administrative services
	4. Involvement in working with public health programs and services in support of providing community services.

# The submission requires a description in summary format, no more than 1,500 words, that should address the following criteria:

**INNOVATION**: How did the nominee do something that was new or unique?

**IMPACT**: What did the nominee do to improve the quality of public health services?

**TIMELINESS**: How did the nominee's activities address a current public health problem?

**VISIBILITY**: How did the nominee support public health programs in support of increasing the community's awareness of public health?

**INITIATIVE**: How did the nominee demonstrate initiative or persistence in his/her administrative related activities?

Any attachments (which are not required), should be limited to no more than two pages.

# NOMINATION DEADLINE: JANUARY 16, 2020, 5pm

**Email nominations to** **awards@gapha.org**