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**AIAA Public Service Award Nomination**

**Instructions and Guidelines**

Each year, AIAA’s Public Policy Committee honors a person(s) who has demonstrated sustained and visible support and advocacy for the aviation and space industry and the Institute throught the presentation of the Public Service Award.

Nominees should be widely known outside of the aerospace community, should present a positive public image, should support and advocate for the aerospace industry through consistent and visible support of aeronautics and/or astronautics research and development, should demonstrate unhesitant willingness to be identified with aerospace programs/supporters, and should have no personal vested interest in advocacy.

The AIAA Public Policy Committee reserves the right to vet all candidates using criteria in concert with its policies and procedures. The AIAA Honors and Awards Committee must be informed about any candidate(s) not put forth for a vote at the time the Public Policy Committee submits its selection report.

Nominees should consider whether a candidate’s advocacy/industry support was a stated part of their job description (i.e., elected official, political appointee, etc.) when evaluating their qualifications for the award. The intent of this award is to recognize those individuals that go above and beyond to advocate for and support the aerospace industry.

**All awards policies and requirements can be found at the AIAA Honors and Awards website:** <https://www.aiaa.org/get-involved/honors-awards/awards/awards-policies-and-requirements>

* Any AIAA member in good standing may nominate candidates for any of the awards and lectures.
  + **Self-nominations are not permitted.** Any nomination submitted by the nominee will be automatically disqualified.
* Candidates to these Premier Awards do not have to be AIAA members.
  + **Nominees will not be considered if the award could have perceived influence in a federal/state election or political appointment process.** If such is the case, consideration of the nominee will be tabled until such time that the said election or political appointment process has concluded. This is to ensure AIAA’s objectivity as an organization.
* To be considered for this award, the nominator must submit nomination online. References are also to submit their endorsements online.
  + Three endorsement letters are required, all of which must be from AIAA members. Two more may be included; they do not need to be AIAA members.
  + Only the nominator is to submit this package.
  + The nominator may not serve as a reference.
* Current members of the AIAA committee/group responsible for the selection process for a particular award as well as current elected AIAA volunteers are not eligible to be nominated for that award until expiration of their membership term, which occurs yearly on April 30th.
* Nominating the same person for multiple AIAA National awards during the same nomination cycle is prohibited.
* Nominees/awardees may not receive more than one AIAA National award for the same accomplishment or body of work. Careful consideration should be given when nominating to ensure that the relevant accomplishments of the nominee are presented clearly and precisely, so that overlap between prior and future awards does not exist. This guideline applies to all awards, including awards where AIAA is a partner, but does not apply to AIAA Premier awards, Lectureships or to Associate Fellows, Fellows and Honorary Fellows Honors.
* Deadlines are firm.

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**AIAA Public Service Award**

**NOMINATION FORM**

**This Form is used as a draft purpose only**

**All Nominations and References are to be submitted online**

**The Nominator must read the AIAA Award Guidelines prior to submitting the nomination package.**

<https://www.aiaa.org/get-involved/honors-awards/awards/awards-policies-and-requirements>

**Nominee’s Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Nominee Name** |  | | |
| **Job Title** |  | | |
| **Organization** |  | | |
| **City/State/Zip** |  | **Country** |  |
| **Telephone** |  | **Email** |  |

|  |  |
| --- | --- |
| **Citation**  ***(25 words or less)*** |  |

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| --- |
| **BASIS FOR AWARD** |

Please provide a summary detailing the accomplishments and/or contributions of the nominee that is the basis for this award nomination as specified by the guidelines. This summary must distinguish the nominee from accomplishments associated with other AIAA awards that they may have been previously received.

Nominees should consider whether a candidate’s advocacy/industry support was a stated part of their job description (i.e., elected official, political appointee, etc.) when evaluating their qualifications for the award. The intent of this award is to recognize those individuals that go above and beyond to advocate for and support the aerospace industry.

(1000-word limit)

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| **AWARDS and LECTURESHIPS** |

Please provide a summary detailing the accomplishments and/or contributions of the nominee that is the Please list all Awards and Lectureships

Format:  Year awarded       Name of the Award/Lecture         Citation

|  |
| --- |
| **COMMITTEE MEMBERSHIPS** |

List all (current and past) AIAA  Committee Memberships; Elected Positions, and any other volunteer position for AIAA.

List all (current and past) other Committee memberships

Format:  Start Year-Ending Year      Committee/Organization    Position     Contributions

|  |
| --- |
| **SERVICE TO AIAA AND OTHER SOCIETIES** |

Please list and explain the impact of the nominee’s most significant contributions demonstrating sustained and visible support and service to AIAA and for the aerospace industry.  These contributions may include but not limited to: mentoring and outreach activities that may contribute towards an engaged and/or diverse workforce, volunteer engagements, publications, patents, major speeches/presentations, etc.

(750-word limit)

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| **RESUME** |

Please provide a resume of the nominee’s professional record, including education, leadership and management positions, and technical honors and awards.

(1000-word limit)

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| **REFERENCES INFORMATION** |

*Three references must be AIAA Members in good standing.*

*No more than 5 references allowed (2 can be non-AIAA members).*

*Nominators are not eligible to be a reference.*

*Self-Nominations are not permitted.*

|  |  |
| --- | --- |
| **Reference #1: Name**  Organization  Email Address  AIAA Member Grade |  |
| **Reference #2: Name**  Organization  Email Address  AIAA Member Grade |  |
| **Reference #3: Name**  Organization  Email Address  AIAA Member Grade |  |
| **Reference #4: Name** ***(optional)***  Organization  Email Address  AIAA Member Grade |  |
| **Reference #5: Name** ***(optional)***  Organization  Email Address  AIAA Member Grade |  |