

FSS Team Recognition Award

Name of Team being nominated: _____

List names of individuals (and their departments) of the team being nominated for recognition.

PLEASE ANSWER ALL OF THE FOLLOWING:

1. Service was provided to a) on campus clients (i.e., students, faculty, staff) or b) off campus clients (i.e., community individuals, vendors, state agency, personnel, etc.) EXPLAIN:

2. What did the team accomplish? EXPLAIN:

3. How was it accomplished? EXPLAIN:

4. How did the team's action benefit the institution? EXPLAIN:

5. Why should this team be recognized? (Examples: improved services, completed project ahead of schedule, saved money, error rate reduced, etc.) EXPLAIN:

Name of Person Submitting Form Department Phone # Date

Self-nominations are accepted, however, will not be considered without the name of the person submitting due to verification requirements.

Due in VPFSS Office, JCK 920: January 5, April 1, July 1 and October 1.