****

**SIG Service Award**

**Application Deadline**: September 1

Purpose: To acknowledge a member of a particular SIG who goes above and beyond through volunteer contributions to the SIG and its efforts.

**Award Details:**

* Plaque will be presented to awardee at SIG Breakfast
* Awardee will be featured on their corresponding SIG webpage, newsletter, and their SIG social media outlets.

**Eligibility/Criteria:**

The individual must:

1. Be a current member of the ANPT and one of the ANPT SIGs
2. Be currently involved or involved within the last calendar year as a volunteer within their SIG **(Note:** Current SIG officers are not eligible for the award)

**Award Procedures:**

**Application Process:**

**Please submit the following materials in a combined PDF file:**

1. Name and contact information of nominee **OR** name and contact information of nominating party (if not self-nominated) through nomination form below
2. Brief description (1 page limit) of service to the SIG describing involvement with the SIG. Please refer to the rubric for specific details.

Please fill out the nomination form and corresponding material and e-mail the below information in a PDF format to info@neuropt.org prior to the deadline.

**Selection of Recipient:**

1. Selection of the recipient will be completed based on a rubric-based system and ranking of applicants by the SIG-elected officers
2. When 5 or fewer applicants apply for the award, each applicant will be reviewed by all of the SIG officers. When more than 5 applicants apply for the award, each candidate will be reviewed by at least 2 SIG officers.
3. Candidates will be evaluated based on their involvement within their SIG and the depth and breadth of their contributions. Please refer to the rubric for details.

**Notification of the Award:**

1. After selection by the SIG, award recipients will be notified by the Chair of their SIG by November 1.
2. If awardee is to be in attendance at CSM, the award will be presented at the ANPT SIG Breakfast, at 6:30 am. In lieu of attendance at CSM, the plaque will be mailed to the awardee.

**SIG Award Nomination Form**

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please indicate to what SIG you are applying:**

* Assistive Technology/Seated and Wheeled Mobility SIG
* Balance/Falls SIG
* Brain Injury SIG
* Degenerative Disease SIG
* Residency & Fellowship SIG
* Spinal Cord Injury SIG
* Stroke SIG
* Vestibular SIG

**Please indicate which award you are applying for:**

* Service to the SIG

**Name of Nominee:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APTA #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Years in SIG (include roles and years served if applicable):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **State:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Zip Code:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-mail:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Nominator (if applicable) :** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APTA #:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (if applicable)

**Years in SIG (include roles and years served if applicable):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**City:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **State:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Zip Code:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**E-mail:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please fill out the nomination form and corresponding material and e-mail the below information in a PDF format to info@neuropt.org

****

**SIG Service Award Rubric**

**Candidate Name: Nominator Name:**

**Eligible Calendar Year: SIG:**

**Rater Name:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CRITERIA** | **Outstanding (10)** | **Very Good (8)** | **Proficient (6)** | **Score** |
|  |  |  |  |  |
| **Productivity** | $\geq $3 service opportunities demonstrating that the individual’s intent to service is sustained | 2 service opportunities are evident and true intent to service is demonstrated  | Single service opportunity is clearly evident  |  |
|  |  |  |  |  |
| **Quality**  | Volunteer work demonstrates $\geq $3 of the following: completes several tasks, provides creative solutions, takes initiative, collaborates with multiple SIG officers or members, and spends significant time on service projects or initiatives | Volunteer work demonstrates 2 of the following: completes several tasks, provides creative solutions, takes initiative, collaborates with multiple SIG officers or members, and spends significant time on service projects or initiatives  | Volunteer work demonstrates only 1 of the following: completes several tasks, provides creative solutions, takes initiative, collaborates with multiple SIG officers or members, and spends significant time on service projects or initiatives |  |
|  |  |  |  |  |
| **Impact** | Demonstrates impact in $\geq $3 areas (ex. SIG growth & sustainability, broader scope of the ANPT membership, and the external stakeholders  | Demonstrates impact in≥ 2 areas (ex. SIG growth & sustainability, broader scope of the ANPT membership, and the external stakeholders | Demonstrates impact in only 1 area (ex. SIG growth & sustainability, broader scope of the ANPT membership, and the external stakeholders |  |
|  |  |  | **Total Score:**  |  **/30** |