

2018 FLC Southeast Region Laboratory Representative of the Year Award

The Representative of the Year Award recognizes an FLC Representative who has made a significant contribution to the FLC in the past year.

Submission Guidelines

- Nominee must be an FLC Representative or Alternate from a laboratory in the region.
- The nominee has not received the award within the last three years.
- Only FLC Agency Representatives, Alternate Laboratory Representatives, or (where applicable) Laboratory Representatives may submit nominations.
- News articles, press releases, video clips, and URL addresses will not be accepted as supporting documentation.
- **DO NOT include proprietary information** regarding any technology or its transfer. All submissions will become the property of the FLC, which reserves the right to use the submission content in its marketing and publications.
- All completed submission must be **received by the Regional Support Office by 6:00 p.m. EDT on Wednesday, August 1, 2018**. No submissions will be accepted after this time. The submitter will receive an electronic acknowledgment from the RSO upon receipt of the nomination. Send submissions by email to RSO@flcsoutheast.org.

Announcement of Results

The winner of the 2018 FLC Southeast Region Laboratory Representative of the Year Award will be announced in mid-August, 2018.

Award Presentation

The winner will be honored during the Awards Luncheon at the joint Midwest-Southeast Regional Meeting on September 19, 2018.

FLC SE Region Laboratory Representative of the Year Award Submission Information

Cover Page

Nominee: Name, title, laboratory, street address, mail stop, city, state, zip, phone number, and email address.

Nominator: Name, title, laboratory, street address, mail stop, city, state, zip, phone number and email address.

Abstract (350 words maximum)

Write a brief abstract of the nomination that describes: the nominee's service to the FLC (national or regional) in the past year, including exceptional dedication and enthusiasm in advancing the Consortium's mission not only among fellow members, but to partners in industry, and/or academia, and local governments. Please write this paragraph in non-technical terms for a non-scientific audience.

Submission Narrative and Criteria

The Representative of the Year Award recognizes an FLC Representative (Laboratory Representative or Parent Federal Agency Representative) who has made the most significant contribution to the FLC at the regional or national level in the past year.

Nominators must address each of the following four criteria. The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed below. Each criterion must be addressed in the Submission Narrative to receive points. Maximum of 2 pages.

1. Describe how the nominee participated in activities for outreach to a new group in the FLC user communities (user communities, include but are not limited to, industry, academia, state and local governments, and federal laboratories). [20 points]
2. Describe how the nominee demonstrated outstanding FLC regional leadership or participated in other appropriate FLC-related activities. [30 points]

3. Identify and describe the specific and significant contributions made during the year immediately preceding the nomination. [20 points]
4. Describe the nominee's general involvement in and support of FLC including FLC positions, membership on FLC committees and other FLC recognitions received. Confirm that the nominee has not received the award within the past three years. [30 points]