DISTINGUISHED SERVICE AWARD

Purpose:
To recognize individuals who have demonstrated outstanding leadership and distinguished service as a member of the Healthy Aging (HA) Dietetic Practice Group (DPG) and who have worked toward the promotion of dietitians working with older adults.

The Award:
One award of $500 per fiscal budget year. The recipient will receive a commemorative award and recognition during the HA DPG member meeting during FNCE.

Eligibility for Award:
All active members in the Academy of Nutrition and Dietetics and HA with the exception of:
   1) HA Awards Committee members
   2) HA Executive Committee Members

Application Procedure:
To apply for the Distinguished Service Award the applicant must submit the following electronically to the HA Office (hadpg@quidnunc.net) on or before the established deadline:
   1) Completed “Distinguished Service Award Application” and addition documentation including:
      a. Documentation demonstrating eligibility and information that supports the nomination for the Award
      b. Current curriculum vitae.
   2) A letter nominating the eligible HA member for the Distinguished Service Award
      a. The letter can be submitted by any member of HA including self nomination.
      b. NOTE: HA Exempt members are excluded from applying and/or being nominated for the Distinguished Service Award. However, they are not exempt from nominating or serving as a reference for nominees.
   3) Only electronic applications and supporting documentation will be accepted.
   4) None of the materials submitted will be returned to the HA member.

Entry Deadline:
March 15
Review Procedures:
1) Applications will be reviewed by the Awards Chair for completeness of required information and eligibility as previously stated.
2) Acceptable applications and supporting documentation will be forwarded to the HA Executive Committee for review.
3) The HA Awards Chair will notify applicants and the HA Office in writing of the approval or disapproval of their application.
4) The HA Awards Chair will send the selected award recipient the necessary forms and instructions required to receive their monetary award.
5) Award recipients will be recognized at the next HA DPG member meeting duringFNCE and their bio will be published in the HA newsletter, *The Spectrum*.

Selection Criteria for Recipient:
1) Leadership demonstrated by service on the HA Executive Committee, appointed committees, or other special projects.
2) Other distinguished activities, awards, or accomplishments that promote the practice of healthy aging nutrition within and beyond the HA DPG will be considered.
3) Publications and presentations related to healthy aging nutrition will also be considered.

Distinguished Service Awards Checklist:

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<tr>
<th>Complete- Yes/No</th>
<th>Item</th>
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<tbody>
<tr>
<td></td>
<td>Completed Distinguished Award Form</td>
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<td>Documentation Demonstrating Eligibility for Award</td>
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<td>Curriculum Vitae</td>
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<td>Letter of reference nominating the applicant</td>
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<td>Additional reference or supporting documentation (optional)</td>
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