AMERICAN ACADEMY OF FAMILY PHYSICIANS FOUNDATION

OUTSTANDING PROGRAM AWARD

Award Objective

The AAFP Foundation established this award to nationally recognize outstanding philanthropic activities of AAFP Chapters and Chapter Foundations. The Award is presented annually at the AAFP's Scientific Assembly.

Criteria and Content of Application

1. Nominations should be made in the form of a letter, signed by the Chapter Executive (or equivalent staff person) and/or the President of the Chapter or Chapter Foundation.
2. The philanthropic program or project submitted can be programming or development related.
3. Applications will be reviewed based on program/project (a) content, (b) presentation, (c) creativity, (d) measurable outcomes, and (e) relationship to the mission of the AAFP Foundation.
4. Each criterion must be addressed individually, concisely, and factually.
5. Documentation in the nomination must be printed or typed.
6. Include the names of the two people who would represent your Chapter or Chapter Foundation at the Annual Scientific Assembly should you receive the award.

Eligibility

1. All AAFP Constituent Chapters and Chapter Foundations are eligible to submit nominations.
2. Chapters and Chapter Foundations previously nominated but did not receive the award may be re-nominated and may re-submit projects with updated information.
3. Each Constituent Chapter may have one nomination per year (i.e. should a state have both a Chapter and Chapter Foundation only one nomination is permitted).

Selection Process

1. Nominations must be emailed or postmarked on or before April 15, 2016. Earmark the envelope or the message line – "Outstanding Program Award" and send it to Brenda Cherpitel.
2. At the May AAFP Foundation Board of Trustees meeting, the Development Committee will review the nominations against the criteria and recommend a nominee to the Board of Trustees.
3. The AAFP Foundation Board of Trustees will select the recipient of the Outstanding Program Award.
4. The AAFP Foundation Board of Trustees may choose not to make an award in a given year if no nominee meets the criteria.
5. The Chapter or Chapter Foundation selected for this award will be informed of the honor within one month of selection and will be invited to receive the award at the annual Foundation recognition event held during the AAFP Scientific Assembly.

Recognition

1. Public announcement of the Outstanding Program Award may be made in the AAFP Foundation President's remarks at the AAFP Congress of Delegates meeting at Assembly.
2. Two representatives of the winning Chapter or Chapter Foundation will be invited to attend a recognition event held during the AAFP Scientific Assembly as honored guests of the Foundation.
3. A commemorative plaque will be formally presented at the annual recognition event for Chapter or Chapter Foundation display.
4. The award-winning program and Chapter/Chapter Foundation will be recognized in the ***AAFP Foundation Bulletin and website***.

Revised June, 2009

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Submission Process

Nominations, with supporting documentation, should be:

- Emailed to Brenda Cherpitel at bcherpitel@aafp.org
  or
- Mailed to the AAFP Foundation

  Brenda Cherpitel
  Director, Development
  AAFP Foundation
  11400 Tomahawk Creek Parkway, Suite 440, Leawood, Kansas 66211
- Earmarked *"Outstanding Program Award"* in the message line of the email or on the envelope
- **Postmarked by April 15, 2016**

If you have any questions please contact:

Brenda Cherpitel Director, Development 800-274-2237, ext. 4452 bcherpitel@aafp.org	or	Erin Heffernan Manager, Development 800-274-2237, ext. 4440 eheffernan@aafp.org

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