



## OUTSTANDING PROGRAM AWARD (OPA)

### 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 during AAFP Foundation Annual Recognition Dinner.

### 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 FMX 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. If a state has both a Chapter and Chapter Foundation, only one nomination is permitted.
4. Prior Chapter or Chapter Foundation OPA recipients may not submit a nomination for the same program for a period of six years.

### Selection Process

1. At the May AAFP Foundation Board of Trustees meeting, the Program Administration and Review Committee will review and score the nominations against the criteria and recommend a nominee to the Board.
2. The AAFP Foundation Board of Trustees will approve the recipient of the OPA.
3. 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 AAFP FMX.

**NOTE:** The AAFP Foundation Board of Trustees may choose not to make an award in a given year, if no nominee meets the criteria.

### Recognition

1. Public announcement of the OPA 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 AAFP FMX as honored guests of the Foundation.
3. A commemorative plaque will be formally presented at the annual recognition event for Chapter or Chapter Foundation.
4. The award-winning program and Chapter/Chapter Foundation will be recognized in the *AAFP Foundation Bulletin and website*.

### Submission Process

Nominations with supporting documentation should be emailed to Rollie Brock at [rbrock@aafp.org](mailto:rbrock@aafp.org) by the deadline of **April 1, 2021**.