

## Jefferson Award FAQ's

### ***Who can apply?***

All active employees, regardless of rank or classification, on the West Lafayette campus (including County Extension staff) are eligible.

### ***When can I apply?***

The Office of Engagement releases application call-outs each spring (in February) and fall (in September). Look for information and details in Purdue Today, university list-serves, and the Office of Engagement website (<https://www.purdue.edu/engagement/>).

### ***Can I self-nominate or should a colleague nominate?***

Self-nominations are encouraged and welcomed. A colleague can also nominate.

### ***How many awards are given?***

The Office of Engagement names six awards every year. Three applications are selected from the fall submissions and three from the spring submissions. All six award winners are then submitted to the National Multiplying Good award committee for consideration. The National Committee will then choose one Purdue submission to compete at the national level. If selected as a national winner, you will be invited to the fall award ceremony in Washington D.C.

### ***Who serves on the selection committee?***

The selection committee consists of five voting members representing faculty and staff across the West Lafayette campus. The assistant provost for engagement chairs the committee as a non-voting member.

### ***How is my application evaluated?***

Applications are evaluated using a standardized [rubric](#). Important components to highlight in your application are: reciprocal relationship with community partner, evidence of impact, need being met in the community, individual passion for work.

### ***Can I see exemplar nomination packages?***

There are several examples of previous award applications available on The Office of Engagement website for you to review. Click [here](#) to visit documents.

### ***Are there other resources available to help draft my nomination package?***

The Office of Engagement has provided several resources as a guide to help you apply for this award. You can view award-winning submissions, the evaluation rubric, a "How-to-apply" instructional video, and live virtual Q&A sessions via Zoom each spring and fall (see website for dates).

### ***Can I re-apply if not selected?***

Yes, you can submit a new nomination packet to any spring or fall announcement.

### ***Whom do I contact for specific questions?***

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