



August 18, 2008

Dear Colleagues,

I am writing to request nominations for National Recognition of Excellence Awardees. The winners of this prestigious award will be recognized at the National Education Conference in February. Please feel free to nominate as many people as you like. The selection committee will review all nominations and select up to three awardees. Please use the following guidelines when you nominate a candidate.

1. Nominees can be anyone associated with the program except that active members of the PMC are not eligible to receive the award. The number of nominees is not restricted, but a maximum of 3 persons will receive the award.
2. The nomination must show evidence of outstanding achievements well beyond normal job performance and that the achievements have resulted in a major positive impact on the IR-4 program.
3. The honor will take the form of an engraved plaque, special recognitions at the meeting and award reception, and a monetary award of \$1,000.
4. Once a person has been given this award, they are no longer eligible to receive it again.

Please use the attached nomination form when submitting your nominee. Please send nominations to: Sherrilynn Novack at IR-4 HQ, Rutgers University, 500 College Road East, Suite 201 W, Princeton, NJ 08540 or email your nominations to [Novack@aesop.rutgers.edu](mailto:Novack@aesop.rutgers.edu). **The selection committee appreciates your thoughtful consideration and requests your nominations by September 18, 2008.**

Thank you for your time and effort,

Marty Marshall  
Chair, Selection Committee  
National Recognition of Excellence Award