

NEA-RETIRED DISTINGUISHED SERVICE AWARD NOMINATION OVERVIEW

The NEA-Retired Distinguished Service Award is the highest honor presented to an NEA-Retired member. This award is presented in recognition of contributions to public education while serving as an Active member in one's local, state, and national associations, and as an NEA-Retired member in one's local, state, and national associations.

Nominees for this prestigious award must have been an NEA-Retired member for five (5) consecutive years as of January 15 of the award year. Nominees must embody outstanding service through their involvement in their local, state and national active and retired associations while enhancing the image of public education and helping meet educator needs through their voluntary service in the areas of political action, organizing, and mentoring.

For nominations to be considered, the following submission requirements must be met:

- * NEA-Retired locals/chapters may submit one nominee application to their retired state association for consideration as the state's nominee
- * NEA-Retired state affiliates may submit one nominee application per year
- * Nomination packets submitted on line must be received by 5:00 p.m. on April 15 of the award year.

The application form is to be submitted virtually, and is found on this website:

<https://app.smartsheet.com/b/form/f3408518712d4d2ab78f5cdf7901c9f8>

All nomination materials must be in 12 point type.

Each nomination may include no more than three (3) letters of support which includes:

- one letter completed and signed by the NEA-Retired state association president;

- one letter from the local Retired association president. If there is no established local for the nominee, a retired member may write a letter of recommendation;
- one letter from another Retired or Active member in recognition of the nominee's work to promote public education and/or help meet the needs of active and/or retired educators.

Each letter should be no more than two pages in length and should describe how the nominee has:

- enhanced the image of public educators as an active member through activities and association involvement on the local, state, and national levels;
- enhanced the image of NEA-Retired as a retired member through activities and association involvement on the local, state and national levels;
- promoted public education and/or helped meet the needs of active public educators and/or retired educators through voluntary service.

Each nomination will be checked to ensure that it meets eligibility requirements. Qualifying nomination packets will be reviewed and scored by the Distinguished Service Award Committee as anonymous nominations. Once all scoring has been tabulated the awardee will be kept secret until the winner is announced at the NEA-Retired Annual Meeting prior to the NEA Representative Assembly. The awardee may also be recognized at the NEA Representative Assembly each year.

