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| A close up of a sign  Description automatically generated | [CHAS Graduate Student Safety Leadership Award](http://dchas.org/2020/04/26/grad-student-leadership-award/) |

# Award Nomination Application

# Please read the [CHAS Awards Nomination Guidelines](https://dchas.org/wp-content/uploads/2019/05/CHAS-Awards-Nomination-Guidelines.pdf) before Completing this Form

## Nominee Information

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| Nominee’s Full Name (Primary Contact): |  |  |  | Date: |  |
|  | Last | First | M.I. |  |  |

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| --- | --- | --- | --- |
| Nominee’s Phone Number: |  | Nominee’s Email: |  |

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| --- | --- | --- | --- |
| Nominee’s Title/Position: |  | Nominee’s Company or Institution Name: |  |

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| Nominee’s Organization or Department: |  |

## Nominator Information

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|  | Check this box if this is a **self-nomination**. The contact information above will be used.  Otherwise, provide the contact information for the nominator below. |

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| Nominator Full Name: |  | |  | | |  | Date: |  |
|  | Last | | First | | | M.I. |  |  |
| Nominator Phone Number: | |  | | Nominator Email: |  | | | |

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|  | Check this box if you want to recommend **only** that the *CHAS Awards Committee* shouldcontact the nominee named above to suggest they *self-nominate* for this award.  In this case, the CHAS Awards committee may elect to contact the suggested person or team to recommend that they submit a complete self-nomination application. *We do not guarantee that we will contact every nominee suggested to us.*  If you selected this option, your application form is finished. You can email it to [Awards@dchas.org](mailto:Awards@dchas.org) without completing the remaining sections. |
|  | To provide **a complete nomination for consideration by the Selection Committee**, please continue by filling out all pages of this application. |

## Cover Letter

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| **Cover Letter (750 words or fewer)** | Describe why the nominee’s accomplishments are deserving of this award. The letter should describe the nominee’s work and how it is aligned with the purpose, eligibility, and/or criteria of the award. Consider in the letter:  The primary criterion for this award is demonstrated leadership of specific project(s) that support a proactive safety culture in the laboratory, research group, and/or department where the student’s research or teaching responsibilities take place. Such projects empower their peers and students to address technical and cultural safety concerns related to chemical usage, in either the teaching or research environment.  *Examples of work that calls on other safety leadership skills (e.g. participation in extramural safety conferences and organizations, publication of safety related information in research papers, development of new approaches to safety education in the lab) will support the award application, but not replace the need for a specific example of project-based leadership.* |

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|  | Click here if you are attaching a cover letter as a separate file. Otherwise, please type or paste your cover letter into the space below. |
| Paperclip | ***Cover letter attachments must be named as follows:*** “[Award Year] [Nominee LAST Name] CHAS Grad Student Award Cover Letter”. (e.g. 2020 Smith CHAS Grad Student Award Cover Letter.pdf).  *Acceptable file formats are .docx, .pages, or .pdf* |

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| If you’re not attaching a separate file, type or paste the body of the cover letter as plain text below (750 words or fewer). Omit greetings and closings. |
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## Biographical Sketch

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| **Biographical Sketch** | This is a brief (1 paragraph) description of the nominee and their accomplishments as they relate to the chemical enterprise, chemical health and safety, and the award criteria. *For example, this information might be used to introduce an awardee when presenting the award to them at the annual awards symposium.* |
| Type or paste the biographical sketch as plain text below. | |
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## Additional Required Supporting Information

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| Additional Letters of Support (400 words or fewer, REQUIRED) | The nomination must include two additional letters of support. One must be from the institution’s Environmental Health and Safety office (or equivalent representative). The other must be from a senior administrator such as the head of the academic department, the vice provost for research, or the dean of the school.  In cases when the nominator (author of the cover letter) is a member of the Environment Health and Safety office or a senior administrator, an additional letter of support *from that party is not required*.  Support letter writers are not required to be members of the American Chemical Society or the Division of Chemical Health and Safety. The supporter’s contact information must be included in the letter.  The support letter should clearly describe the impact of the nominee’s work and the ways in which they have met the purpose and criteria of the award. |
| Attach letters of support to your submission email as separate files. | |
| Paperclip | ***Support letter attachments must be named as follows:***  “[Award Year] [Nominee LAST Name] [Initials of Support Letter Author] CHAS Grad Student Award Support Letter”. (e.g. 2020 Smith KB CHAS Grad Student Award Smith Support Letter.pdf).  *Acceptable file formats are .docx, .pages, or .pdf* |

## Publications and Patents (if applicable)

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| **Publications and Patents (if applicable)** | If applicable, list citations for any publications or patents **that have significance to the general area of the award’s purpose**. You do not need to attach the full text. The Selection Committee will request more information if needed. |
| Type or paste the list of citations below or leave blank if non-applicable. (plain text only) | |
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## Optional Attachments

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| * **Additional supporting information may be included for this award, if desired. *Acceptable file formats for attachments are .docx, .pages, or .pdf.* The files may be attached to the nomination email or provided via a file share service (i.e. Box, GoogleDrive, O365.)** * **If applicable, you may provide a hyperlink to a webpage instead of attaching a document. Paste the URL or link in the table below where indicated** * **See the detailed award criteria on dchas.org for supporting information/evidence suggestions.** | |
| **Description of Supporting Information** | **File name(s) or Link(s)** |
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## Code of Conduct Confirmation

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|  | By checking this box, I certify that my responses are true and complete to the best of my knowledge, and that to the best of my knowledge, including past and present circumstances, the nominee adheres to the standards of the ACS’s [Chemical Professional’s Code of Conduct](https://www.acs.org/content/acs/en/careers/career-services/ethics/the-chemical-professionals-code-of-conduct.html). To the best of my knowledge, the nominee:   1. Employs and requires good safety protocols in his or her laboratory and/or work environment. 2. Upholds the highest ethical standards in his or her laboratory and/or work environment. 3. Otherwise engages in conduct that is consistent with both the objects of the American Chemical Society as stated in Article II, Section 1 of Constitution and the Chemical Professional Code of Conduct.   If you have any concerns about this nominee’s eligibility based on ethics or conduct, please contact the CHAS Awards Chair to discuss these issues ([awards@dchas.org](mailto:awards@dchas.org)). |

## Submit Completed Nomination Application

1. Confirm that you have completed all pages of the nomination form.
2. Confirm that you have properly named the files for all required and optional attachments as instructed above.
3. Send your completed application by email to the CHAS Awards Committee Chair at [Awards@dchas.org](mailto:Awards@dchas.org).

**Name this application file:** [Award Year] [Nominee LAST Name] CHAS Grad Student Award Application

(e.g. 2020 Smith CHAS Student Award Application.docx). DO NOT CONVERT THIS FILE TO A PDF

Attach this form and all other supporting files to the email message.

1. You should receive a confirmation message from the CHAS Awards Committee Chair that your application was received. If you do not receive a confirmation within 7 business days, please inquire.