



THE ARKANSAS EDUCATION ASSOCIATION

MEMBER CIVIC AWARD

CRITERIA

1. The AEA Member Civic Award shall be given to an AEA member for significant contributions to their community (active member, student member, or retired member).
2. The nomination must be made by an AEA member.
3. This is NOT an annual award. The nominee MUST exhibit significant contributions to their community beyond their duties as an educator.
4. Each nomination form must be accompanied by appropriate support materials, such as:
 - Resume
 - Newspaper Clippings
 - Newsletters
 - Programs
 - Certificates
 - Citations
 - Photographs (of the nominee, trophies, and/or plaques)*

*DO NOT send bulk items such as trophies, plaques, or valuable certificates. A photograph or photocopy of such items will suffice.

5. Support materials must be arranged in an orderly, sequential manner. All items must be fastened together in a portfolio for display at the RA.
6. Materials must be mailed in a large envelope or securely packed and wrapped in a box.
7. All submitted information will be returned to the nominator or can be picked up after the RA.
MAIL ALL FORMS AND MATERIALS TO:
AEA Public Relations Committee
1500 West Fourth Street
Little Rock, AR 72201-1064

PROCEDURES FOR AEA MEMBER CIVIC AWARD

1. All nominations for awards must be submitted on the official Nomination Form. The form may be duplicated.
2. Only one name may be submitted on a form.
3. Any local may submit a nomination.
4. Each nomination form must be accompanied by appropriate supportive materials such as:
 - Resume
 - Newspaper Clippings
 - Newsletter
 - Programs Certificates
 - Citations
 - Photographs
5. Any person is eligible to receive the award without regard to race, sex, or age.
6. Nominations must be received in the AEA office by the close of business on the first Friday in September.
7. Nomination forms and support materials shall be mailed to:
 - Arkansas Education Association
 - Public Relations Committee
 - 1500 West Fourth Street
 - Little Rock, AR 72201-1064

SUPPORT MATERIALS FORM

To help identify and quickly return the numerous pieces of support materials received with award nominations, please list and briefly describe the support materials accompanying your nomination.

Number of support items mailed: _____

List and describe the support items:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

MATERIALS WILL BE PICKED UP BY OR RETURNED TO:

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NUMBER _____

AEA MEMBER CIVIC AWARD NOMINEE INFORMATION

NAME OF NOMINEE _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE NUMBER _____

Describe briefly the contributions on which this nomination is based:

Awards will be presented during the AEA RA in November of each year.

Complete the application forms and mail to AEA no later than the close of business on first Friday in September.

Mail to: AEA Public Relations Committee
1500 West Fourth Street
Little Rock, AR 72201-1604