

**"University of Massachusetts Medical School
Chancellor's Award for Excellence in Employee Uptake
"UMMS Community Service
Award" (DEADLINE: Monday, October 6, 2014)**

The University of Massachusetts Medical School (UMMS) is committed to volunteerism in the communities where we live, work and study. This "UMMS Community Service Award" is bestowed annually upon an **individual UMMS staff member or team** that provides service to the community in the following ways:

- *Demonstrates a spirit of commitment to those in need of assistance (veterans, disabled, etc.)*
- *Passionate engagement resulting in a meaningful impact to our community*
- *Strengthens relationships within the community*

Nomination Eligibility Criteria:

1. UMMS benefited exempt and non-exempt employees (non-faculty) with a minimum of three years of employment.
2. Community service activity must be provided outside of the employee's regular duties and responsibilities.

Nominee: ___ **Individual** ___ **Team**

Name of Nominee: _____

Nominee Department/Division: _____

In a separate letter no longer than one page in length, please describe why this individual or team is deserving of community service recognition. Please include how the individual or team exemplifies the characteristics described above. You may attach additional letters of recommendation from other sources.

You may mail, fax or email this completed cover sheet with your recommendation letter(s). Additionally, you may click the "submit" button (top right corner above) to send this completed cover sheet electronically and then attach your letter of recommendation(s).

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