Nominations accepted now through April 30, 2015.

3 easy ways to nominate:

1) Submit a paper nomination by completing the form on the other side of this poster.

2) Download the nomination online at: http://www.fs.cornell.edu/hr/rr.cfm and return completed nomination to fsrrc@cornell.edu or 122 Humphreys Service Building.

3) Contact any member of the rewards and recognition committee for assistance with submitting your nomination.

Nomination Period
Now Open for the
Facilities Services Awards

All nominees must consistently demonstrate the Cornell University “Skills for Success”, consistently demonstrate Facilities Services values (Truth, Respect, Excellence, Teamwork and Integrity), and have documented examples of accomplishments that align within one or more of the following criteria.

- **Keystone Award** — Excellence in service to the organization and consistently provides quality output in work activities. This award is the highest honor and can be awarded to an individual or team that exemplifies excellence along with many of the qualities listed below. $5,000 bonus

- **Cornerstone Award — Effectiveness Improvement** — Implemented an innovative process improvement that had a significant cost and/or time savings for the organization. $1,000 bonus

- **Cornerstone Award — Distinction in Teamwork** — Positive impact of a team by providing distinguished service, making a difference, or implementing a quality of work/life improvement. $1,000 bonus

- **Cornerstone Award — Dedication to Developing Others** — Commitment to mentoring others and contributing towards the goal of succession planning. $1,000 bonus

- **Cornerstone Award — Campus or Community Service** — Volunteerism efforts either external or internal to Cornell University. $1,000 bonus

- **Steve Wright Bridge Award — Diversity and Inclusion** — Demonstration of significant, ongoing commitment to fostering diversity within Facilities Services. $1,000 bonus

For more information visit: http://www.fs.cornell.edu/hr/rr.cfm.
Facilities Services Awards - Nomination Form

Within the red column, please check the award or awards you would like this person or team to be considered for. Also in the red column are questions that will help you complete the nomination. Submit a written letter explaining your nomination. Be sure to include specific examples relevant to the required criteria and one or more of the five criteria listed below. Questions are listed below to help you write your nomination. You may also submit letters of recommendation from other people who thoroughly knows the individual or team’s work.

Keystone Award
What makes this person/team excellent in their work responsibilities? How do they consistently provide quality and timely work outputs?

Cornerstone Award—Effectiveness Improvement
What was the process improvement that the person/team implemented? What was the cost/time savings that resulted from the process improvement?

Cornerstone Award—Distinction in Teamwork
What made the team effective in their mission? What was the difference that the team made?

Cornerstone Award—Dedication to Developing Others
How has this person/team showed their commitment to mentoring others? How is this person/team effective in their work developing others?

Cornerstone Award—Campus or Community Service
What volunteer activities does this person/team participate in? What positive effect has their contributions made?

Steve Wright Bridge Award—Diversity and Inclusion
How does this person/team contribute to diversity and inclusion initiatives in FS? How has this person/team demonstrated commitment to diversity and inclusion?

Nominee Information
Individual/Team Member Name(s):
Department:

Nominator Information
Your name(s):
Your Department:

Please write your nomination below.

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FOR MORE INFORMATION VISIT: HTTP://WWW.FS.CORNELL.EDU/HR/RR.CFM.