

## **Innovation Award Nomination Form**

**Instructions:** Please complete this form to nominate employee(s) for an Innovation Award. Please be as specific as possible concerning the behavior that demonstrates the definition of innovation.

### **Employee(s) Being Nominated**

Name(s):

Department(s):

### **Employee Submitting Nomination**

Name:

Department:

Working Relationship to nominee:

Date:

### **Innovations may be demonstrated through the following way:**

1. The creation of a new product or enhancement/improvement of an existing product which results in improved customer satisfaction
2. The creation or improvement of a process which result in time savings, work flow enhancements, cost savings, revenue increases, improved service, or increased safety
3. Implementation of a new technology application which enhances customer satisfaction

### **Nominations will be evaluated based upon the following behaviors:**

- A. **Initiative:** the awarded work will display a willingness to start an activity without having it assigned
- B. **Creativity:** the awarded work will be of an original nature or an original adaptation of existing work
- C. **Results:** the awarded work will have an impact on dollars, effectiveness, systems, and/or technology

**Please summarize the innovation you are nominating the employee(s) for:**

**What role did the nominated innovation play in improving customer satisfaction?**

**How does this nomination go above and beyond everyday job duties and responsibilities?**

**Provide any additional information you feel is important to assist the committee in evaluating this nomination.**