



PMI Component Award for Volunteer of the Year: Asia Pacific Region

Purpose:

This award recognizes and honors a PMI component (Chapter, Specific Interest Group or College) volunteer who has demonstrated measurable commitment and leadership in supporting the programs, projects and services executed by his/her component. Nominees may also be recognized for outstanding commitment and leadership in linking civic and community volunteer activities to his/her component activities.

For the purposes of this award, a "PMI component volunteer" is an individual who held a position on his/her component's board other than President or Chair (see PMI Component Award for Component Leadership) for the period covered by the nomination. A "PMI component volunteer" also applies to an individual who is a general member of his/her component who volunteered their time and services to the component for the period covered by the nomination.

Evaluation Criteria:

The nominee must have demonstrated significant achievements that support the component's leadership, the nominating component, and/or the community at large.

Examples are:

- Dedicated service to the component and the profession
- Strong mentor for new leaders
- Demonstrates perseverance and leadership
- Plays key role in leading and executing component programs
- Organizes, manages and motivates teams of volunteers
- Outstanding commitment to volunteer activities
- Application must include signed testimonials - 3 recommendation letters must accompany the nomination
- Complete, applicable documentation (processes, activity descriptions, results and additional supporting documents) is to be embedded into the application.

Application Requirements:

- The nominee must be a current member in good standing with PMI.
- Applications may be submitted by any PMI component member.
- The statement of why the nominee is deserving of the award should not exceed more than three typed pages.
- Self-nomination is not permitted.
- Deadline 31 December 2007.

Selection:

One or more volunteers may be selected by the Component Awards Review Committee.

PMI VOLUNTEER OF THE YEAR AWARD APPLICATION
Recognizing 2007 Achievements

Component Name:

Component Website:

Component President/Chair Name:

Award Submission Team Lead Name:

Volunteer of the Year Award Nominee Name:

I, the undersigned, certify that:

- The information provided, as part of the Volunteer of the Year Award nomination application, is complete and accurate to the best of my knowledge.
- Component Charter Renewal must be submitted to PMI Global Operations Center by 1 February 2008.
- Component has met all "minimum component performance criteria" as outlined in the annual Component Charter Renewal.
- Component is in good standing with PMI Global Operations Center.

As a condition for submitting this awards application,

the PMI _____ Component

<enter your component's name above>

grants PMI the right to publicize the program described in the award nomination application for the purpose of promoting and sharing the accomplished best practices.

Name:

Title:

Signature:

Date:



Important Instructions and Submission Notes:

- All applications must be in electronic format only with the files imbedded into the application.
- Components submitting an Award Application grant PMI permission to publicize the contents for the purpose of promoting and sharing the accomplished best practices. Sensitive information not for disclosure should be indicated at the time the application is submitted.
- Questions regarding the application should be submitted via e-mail address componentawards2008@pmi.org.
- Complete all sections / boxes of the application. Mark all areas that do not apply with "N/A"
- Do NOT reference other boxes / areas of the application (Example, "See section above") – each box must be self contained. If referencing is used, that box will not be evaluated.
- If a document covers multiple topics, an explanation MUST be included in each section/box it addresses and contain the page number. Alternatively, only the appropriate subsection of the document can be embedded as a separate file.
- Do not include website links as part of documentation – website links will not be evaluated.
- Prior to submission, ensure that embedded files in the application open properly (Try to open files on another PC).
- Do NOT alter the application template in any way. Applications that do so will not be evaluated.
- All information MUST be applicable to the award submission year 2007.
- Use reasonable judgment in the number of supporting documents attached. Excessive documentation will detract from application quality.
- The application, including all embedded files and entries, MUST be in English with the exception of the files embedded in the Supporting Documents column. Supporting Documents may be in the component's national language.



PMI VOLUNTEER OF THE YEAR AWARD APPLICATION

Nominee Name: _____

Nominee Component Position: _____

Volunteer of the Year Award	Summary Statement	2007 Activities Description	Result	Supporting Documents
	Attach summary statement document (Maximum 3 pages)	Enter or attach (maximum one page) description of the 2007 activities in which the individual engaged for each line item	Enter or attach (maximum one page) description of the 2007 results for each line item	Attach documents, if appropriate, to support each line item. These are used as necessary for verification and validation purposes.
Why Does the Individual Deserve the Award				
• Activity #1				
• Activity #2				
• Activity #3				
Recommendation Letters				
Recommendation Letter #1				
Recommendation Letter #2				
Recommendation Letter #3				

