

## 2007 Student Assistance Program of Excellence Award Nomination Form

Please use this nomination form for the 2007 Student Assistance Program of Excellence Award. This annual award honors outstanding efforts in the Student Assistance Program field. The recipient will be honored at the Awards Banquet during the National Student Assistance Conference in March of 2007 in Orlando, FL. Recipients of this award during the past three years are not eligible to apply.

Student Assistance Program (SAP Name): \_\_\_\_\_  
School /Consortium/District/Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Title: \_\_\_\_\_  
Phone: (\_\_\_\_\_) \_\_\_\_\_ email: \_\_\_\_\_  
Check category which best describes your SAP:  
\_\_\_\_\_ Individual \_\_\_\_\_ Community/Agency/School-based Collaboration  
\_\_\_\_\_ Consortium of Schools \_\_\_\_\_ District wide

**Responses to the following questions must be typed in a 12-point font size on single sized pages, doubled spaced. Please attach this cover sheet to your nomination packet of not more than five (5) pages, including 2 letters of support.**

1. Does your school/school district have an SAP Policy? Yes/no? \_\_\_ If yes, approval date? \_\_\_\_\_
2. Is there a commitment to ongoing staff development for the SAP? Yes/no? \_\_\_ For The SAP Team? \_\_\_ For the entire school/district? \_\_\_ If yes, give an example of two trainings that have occurred in the last 12 months? (50 words or less.)
3. How do you promote your SAP? (75 words or less.)
4. Describe your SAP referral process to identify/refer students. (100 words or less.)
5. What type of case management/problem solving team approach does your program utilize? (75 words or less.)
6. Check the items below that are used as informal or formal assessments that have been used to evaluate your SAP's effectiveness and explain significant highlights, accomplishments, evaluation results or program/student outcomes? (150 words or less.)  
  
\_\_\_ Needs Assessments \_\_\_ Nationally Normed Surveys, (PRIDE, American, Monitoring the Future, etc.)  
\_\_\_ Search Institute \_\_\_ Communities That Care \_\_\_ School Climate Surveys \_\_\_ School Violence Surveys  
\_\_\_ Pre/Post Instruments \_\_\_ Support Group Satisfaction Surveys \_\_\_ Program Satisfaction Surveys  
\_\_\_ Staff Satisfaction Surveys \_\_\_ Student Grades \_\_\_ Student Disciplinary Records \_\_\_ Attendance Records  
\_\_\_ Student Suspension Records \_\_\_ Other Measures (If other limit description to 50 words or less.)
7. List the student support groups your SAP provides? (75 words or less.)
8. How does your SAP cooperate and collaborate with community agencies and other resources either in the community or school to increase resiliency, improve academic performance and reduce risk factors for alcohol, other drugs and violence? (100 words or less.)
9. How has your SAP positively impacted your entire school/school district? (ie, Highlights, School Climate, Extraordinary events, etc.) (100 words or less.)

**All applications must be postmarked by January 15, 2007.**

**Send to: Rodger Dinwiddie  
STARS  
2416 Hillsboro Road, Suite 200  
Nashville Tennessee 37212**

**Remember: Packet may not exceed five pages, (including letters of support).**