



## How to apply for the Annual UF/IFAS Global Awards

Below are the requirements to apply for annual UF/IFAS Global Awards. Please submit the nomination package to Dr. Kathleen Colverson, associate director of IFAS Global at [kcolverson@ufl.edu](mailto:kcolverson@ufl.edu). **Self nominations are allowed.**

### Preparation of Nomination Package

Please submit the nomination package as an electronic file consisting of the following sections:

1. **Cover page** with the following information: Name; work location; award category (Fellow, Achievement, Internationalizing Extension or Excellence in Internationalizing Student Education); and name of nominator (if not a self-nomination).
2. **An abstract** of no more than 200 words summarizing the international achievements and highlights of the nominee's career. The abstract should be included as a separate page.
3. **A narrative description** (no more than three pages) of the international accomplishments of the IFAS faculty or staff member. Applicants should address each of the areas below (Research, Teaching, Extension and Service). Selection of finalists will be evaluated based on international contributions to their assigned appointment areas (i.e. percentage of time in Research, Teaching, Extension and Service). The narrative should include responses that address the following topics:
  - **Research:** Describe how the nominee has made significant international contribution to the discipline? What are the impacts of the international research activities of the nominee? Contributions may include international publications.
  - **Teaching:** Describe how the nominee includes international topics in their courses? What are the impacts of the international courses or programs developed/implemented by the nominee? Has the nominee developed course that are delivered in other countries? Participated in or developed study abroad courses? Received international awards for teaching?
  - **Extension:** Describe how the nominee's international activities contribute to the Extension mission at the county, state, country, or international level with respect to stakeholder interests. What are the impacts of the international extension programs developed/implemented by the nominee in their region or elsewhere? Has the nominee developed new extension programs based on international stakeholders' needs?
  - **Service:** Describe how the nominee contributes to campus efforts to support internationalization across UF/IFAS mission areas? How does the nominee contribute to international student program success? Describe committees or extracurricular activities the nominee contributes to that support UF's international efforts.
4. **A current, three-page CV** of the nominee highlighting international activities and contributions. This resume must be separate from the nominee's complete CV. This includes the nominee's publication list that emphasizes the international contributions (last 10 years of publications);
5. **A letter of support** from the Department Chair, Center Director, or District Director;
6. **Two additional letters of recommendation**, at least one of which is from a partner non-U.S. institution. Letters from international partners are strongly encouraged.