



APCCMPD Award for Excellence in Fellowship Program Administration

Information Required for Online Submission

SUBMITTER INFORMATION

Date: _____

First Name: _____ **MI:** _____ **Last Name:** _____

Institution: _____

Academic/Professional

Title: _____

Email: _____ **Max Degree:** _____

Upload Headshot (*head and shoulders*)

If selected, the awardee will attend the APCCMPD Annual Conference March 12-14, 2025 in Philadelphia, PA.

SUBMISSION INFORMATION

Submission Title: _____

Using the sessions below, describe how you improved a process within your fellowship program. Processes can support the "Award Focus" areas noted above.

Problem/Background

In 200 words or less, describe the area of concern or process that was identified to be improved.

Solution

In 300 words or less, describe what changes were made to improve the identified issue. How were the changes implemented? What challenges were encountered and how were they overcome?

Results

In 300 words or less, describe what was evaluated to determine whether the implemented changes/processes improved the problem described above. What were the results, and how did you measure your success?

Replication

In 200 words or less, describe the feasibility of this solution if other institutions wanted to implement it.

Do you have any documents, templates, photos, budgets, etc. that you created and would be willing to share with other institutions interested in replicating your successful process or practice

Supporting Documentation

List and/or attach any references, resources, etc. that helped you frame the problem, develop a response, and/or implement the solution.