



## **2011 HENAAC Awards Nominations Checklist**

### **Nomination Deadline: June 3, 2011**

- A. Cover Page
- B. Resume
- C. Recommendation Letters
- D. Full Job Description
- E. Key Milestones by Nominee
- F. Organization Personnel Chart
- G. Synopsis of key research by Nominee (if applicable)
- H. Biography
- I. Color Photograph- 600 dpi or higher in JPEG Format
- J. Articles about the Nominee (if applicable)