



March 19, 2007

Dear MACET Member:

As past president of MACET, it is my pleasure to oversee the Special Project Award process for 2006-2007. I know that our MACET member organizations have been doing phenomenal things across the state of Michigan over this past year. I think you should be proud of those innovative, creative, and special projects! So, why not nominate your organization for the MACET Special Project Award?

I've enclosed the eligibility criteria and nomination form for your use. You can mail, email or fax your nomination to me (the information is also available on our website at [www.macet.org](http://www.macet.org)). And, don't forget, the recipient of the Special Project Award will receive a FREE one-year organizational membership to MACET. We'll announce the recipient at MACET's Annual Summer Conference in Detroit on August 6-7, 2007. You will be receiving details about the conference soon, so please make sure to mark your calendars to join us at the beautiful Atheneum Suite Hotel.

Please take a minute right now to think about those educational service projects that have made a difference in your community or on your campus this past year. The very nature of the work that we do means we touch our communities in ways that advance our profession and the communities we serve as well. Please share the success of those projects by nominating your organization today. The deadline for submissions is June 30, 2007.

I look forward to seeing you in Detroit this summer!

Warmly,

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### **Special Project Award Eligibility Criteria and Nomination Information**

The Special Project Award is given “to recognize an outstanding educational service project which significantly advances the continuing development of the profession.”

#### **Eligibility:**

- Recipient organization must be a current member of MACET
- Recipient may receive the award jointly with another MACET member and may be eligible for the award more than once.

#### **Criteria for Selection:**

- Quality: Evidence includes information that best indicates both the integrity and uniqueness of either the project or service.
- Creativity: Project displays evidence of originality and uniqueness in either adaptation or in meeting an identified need.
- Replication: The project can be duplicated or adapted easily in other organizations with a minimum of difficulty.
- Currency: The activity for which the award is given has been implemented within the two years immediately prior to the award period (2004-2006).

**Nomination Information:** Please provide the following information on a separate sheet with a description of the special project and how it met or meets the above criteria (description not to exceed 500 words):

Nominee:

Organization:

Nominee’s Address/City/Zip:

Phone:

Email address:

Nominator (may be same as nominee):

Organization:

Nominator’s Address/City/Zip:

Phone:

Email address: