

# **Texas Forensic Science Academy Professional Excellence Award**

## **Nomination Criteria**

For the purpose of this award, "**forensic science practitioner**" means a living individual involved in law enforcement, crime scene investigation, criminal prosecution, forensic analysis of criminal evidence or a researcher in the field of criminal evidence or a recognized forensic science, and who is directly employed on a full-time basis by a local, county, state or federal agency in one of the above capacities.

Nominees may include individual forensic science practitioners, or two or more individuals for a single award, provided that the nominees worked in partnership or as part of a team, unit or agency.

Nominee Criteria include:

- Demonstrating an outstanding commitment to a specific criminal case or cases by performing acts outside the normal scope of duties with respect to forensic science
- Developing or refining a new or innovative evidence collection technique or analysis process that represents a significant change to the way forensic practitioners will work in the future
- Producing new and significant research that advances the body of knowledge within the forensic sciences
- Making a unique and significant contribution to the forensic sciences through training, education or publication.

## **Required Information**

1. Brief summary (not more than three typewritten, double-spaced pages) of the distinguished service for which the nominee(s) should be recognized, including, but not limited to:

- Specific example(s) of service that meets one of the previously listed Nominee Criteria that is descriptive of the achievement/work, key features and the outcome/effectiveness
- Commendations and other awards received
- Other notable career achievements by the nominee

2. Completed nomination form.

3. Picture of the nominee, preferably in uniform (if applicable). (Should the nominee be selected, this photo may be used in all print or web materials including, but not limited to, website recognition of the award, social media, newsletters and/or event programs.)

### **Optional Information**

- Articles featuring the nominee or their work (Limit to 4)
- Letters of support from supervisors, co-workers, peers, and others with personal knowledge of the specific Nominee Criteria justifying the nomination. (Limit to 4)

### **Review and Selection Process**

Nominations are reviewed by a selection committee of the Texas Division of the International Association for Identification board. The review process may include discussion or correspondence with the nominee, as well as the nominee's agency, including, but not limited to, the nominee's chief executive, top administrative officer, co-workers, peers, as well as private citizens with knowledge of the nominee's work. Prior to any decision becoming final or publicly announced, the selected recipient(s) must provide written authorization for the award to be given and the notification process to proceed.

Once approved, a letter announcing the decision is to be sent to the recipient(s), to the person who submitted the nomination, and to the top administrative officer of the agency involved.

### **Award Presentation**

The Texas Forensic Science Academy Professional Excellence Award presentation shall take place during the Annual Texas Division of the IAI Education Conference, at a time deemed most appropriate by the TDIAI Board of Directors. The award shall be formally presented to the recipient(s) by a representative from both the TDIAI and TEEX-TFSA.

After the presentation of the award, the recipient(s) may be featured on the TDIAI and TEEX websites, newsletters and/or event programs, and on appropriate social media sites managed by the organizations.

**1. Name of Nominee:** \_\_\_\_\_

**2. Nominee's Position Title:** \_\_\_\_\_

Department: \_\_\_\_\_ Division: \_\_\_\_\_

Work address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**3. Supervisor of Nominee**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Work address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

**4. Nominator**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Department: \_\_\_\_\_ Division: \_\_\_\_\_

Work address: \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

How long have you known the Nominee(s)? \_\_\_\_\_

In what capacity? \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Confirm the nomination package includes the following:**

- Completed nomination form including all contact information for nominee(s), nominee's supervisor, and nominator.
- Signature of nominator.
- Summary and description of work/achievement.
- Photograph of nominee.
- Additional documents/letters (optional).

**SUBMIT NOMINATIONS TO:**

**[award@tdiai.org](mailto:award@tdiai.org)**

**DEADLINE FOR NOMINATIONS**

**December 1st of each calendar year.**