

**MONTANA STATE UNIVERSITY BILLINGS
STAFF RECOGNITION AWARDS**

**COMMUNITY ENGAGEMENT
NOMINATION FORM 2022**

This form is required for the nomination of individuals for Staff Recognition for Community Service Award. There is a separate form for the Staff Recognition for Support Staff and Administrative/Professional Staff. Nomination materials include 1) the letter of nomination, 2) three letters of support describing the candidate's contributions, and 3) the nomination form.

A maximum of three (3) single-page letters of support per nominee will be accepted. Letters must be legible, either typed or written clearly.

Nominee's Name and Dept/Address:

Volunteer Engagement:

Community:

State/Regional/National level:

Describe Nominee's active involvement in:

Professional Organizations:

MSU Billings:

Community Organizations:

Community Events:

Describe how this volunteer engagement and/or involvement benefits the Community:

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Describe how nominee's engagement and/or involvement has enhanced the image of MSU Billings public relations:

Describe if applicable, any honors received on behalf of nominee's community engagement:

Nominator's Name and Dept/Address:

Submit your nominations no later than **5:00 p.m., April 25, 2022** to: employment@msubillings.edu or Staff Recognition Awards, MSU Billings Human Resources, 1500 University Drive, McMullen Hall 310, Billings, MT 59101, (406) 657-2278.