

COLLEGE OF EDUCATION
& PROFESSIONAL STUDIES

INNOVATION AWARD

Application Instructions

Application Deadline: 4:00 pm May 1 *(or the nearest business day if May 1 falls on a weekend)*

All applications, including supporting materials, must be received **electronically** in the Office of the Associate Dean by the application deadline. Please use this Qualtrics form to submit your application for the award: https://uwwhitewater.co1.qualtrics.com/jfe/form/SV_cVj6vxyN2O1vEZU

Notes: Only complete applications will be reviewed by the Faculty & Staff Awards committee

The Innovation Award is unique to the College of Education and Professional Studies and is intended to recognize outstanding and creative work of all kinds. All full-time employees in the College of Education & Professional Studies at UW-Whitewater are eligible to apply. The recipient will be recognized with an inscribed plaque at the COEPS Fall Forum.

Submission of Application Materials

1. **A statement of application.** Use the guidelines below to help with creation of statement.
2. **A description and any additional supporting information** (documents, web links, publications, reports, photos, etc.) that may assist the COEPS Faculty & Staff Awards Committee during their review.
3. Optional: **letters of support** from individuals who have knowledge of your innovation (you may wish to also share the guidelines below with letter writers).

Guidelines for Writing About Innovation

- *Description of the innovation (e.g., device, method, research, idea, product, etc.)*
- *Statement addressing the question: Why is the device, method, research, idea, product, etc., considered to be innovative?*
- *Description of the process for development of the innovation*
- *Statement regarding the benefits and impact (short-term and long-term) of the innovation on educational outcomes, programs, students, organization(s) and/or faculty, etc.*
- *Relationship to university and college strategic initiatives and mission(s) (if applicable)*
- *Other reasons the innovation is thought to be outstanding*