*2026 Non-Exempt Staff Awards*

# BOARD OF REGENTS STAFF AWARDS (NON-EXEMPT)

**NOMINATION COVER SHEET**

**NOMINEE INFORMATION**

Name:

Email: Office phone:

USM Institution: Department / Unit:

Position Title:

Years in current position: Years at current institution: Years in USM:

Award category (select one):

 Making a Difference to the Campus

 Diversity, Equity, Inclusion, and Belonging

 Excellence in Performance

 Excellence as a Team Player

 Outstanding Role Model

**NOMINATOR INFORMATION** Name:

Email: Office phone:

USM Institution: Department / Unit:

Position Title:

The nominator should collect the following materials for the preliminary deadline:

 This cover sheet, completed and signed

 Nomination letter (see attached form)

Position description (see attached form) completed and signed by nominee’s direct supervisor

 Recommendation letter #1 (see attached form), completed and signed

 Recommendation letter #2 (see attached form), completed and signed