



AIAA Sustained Service Award

The Sustained Service Award is presented to recognize sustained, significant service and contributions to AIAA by members of the Institute.

Nomination Deadline is 1 July

- The nominee/recipient must be a member in good standing who has shown continuing dedication to the interests of the Institute by making significant and sustained contributions over a period of time, typically 10 years or more. Active participation and service at the local section/regional level, and/or the national level is a potential discriminator in the evaluation of candidates.
- A maximum of 20 awards are presented each year. These annual awards are presented at a Forum or activity with which the recipient is most associated or active, or may be presented by the recipient's local AIAA section at an appropriate section event.
- A nomination form, score sheet and additional information (no more than one page) that provides details to substantiate the scores for various activities is required. Nominees must score a minimum of 100 points on the score sheet. Letters of endorsement are not required for this award.
- Members of the AIAA Board of Trustees and Council of Directors, including Board of Trustees/Council of Directors-appointed Committees Chairs are not eligible for this award until their term of service ends.

Requirements

Any AIAA member in good standing may nominate an individual for recognition of service to AIAA.

The nominee must be an AIAA member in good standing (i.e., current AIAA membership).

The nominee should not have been awarded this Award previously.

A completed score sheet (pages 3-8) detailing the nominee's participation and service to AIAA must accompany the nomination form (page 2). Technical accomplishments are not a consideration for this award. Officers of a body cannot also claim points for being a member of that body. Those who have held positions as President, President-Elect, Past-President, Vice President, Vice President-Elect, Journal Editors-in-Chief, Speaker, Division Chiefs, and Board of Trustees/Council of Directors-appointed Committee Chairs may not receive additional points for committees they chair or on which they serve that are associated with serving in the aforementioned positions.

Years of Service is based upon the start date for an office or position [e.g., being a Committee Chair from May 2005-May 2006 is one (1) year, not two (2)].

If you do not know the member type of your nominee, you can log into the AIAA website, click on MY AIAA located at the top center of the web page, and click on Member Directory under "Directories." After typing the first name and last name, click on the Go button, which brings you to a page that shows the member type of your nominee.

The nomination package consists of a signed nomination form, score sheet, and supporting information sheets. The package should be submitted by email as a single pdf document to awards@aiaa.org.

Nominators will be advised as to the status of the nomination. If not selected, the nomination will not be carried over. A new nomination should be submitted the following year.

For further information, contact AIAA Honors and Awards at 703.264.7523 or awards@aiaa.org.



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AIAA SUSTAINED SERVICE AWARD NOMINATION FORM

NOMINEE

First Name	Last Name	
Affiliation		
Job Title		
Address		
City	State	Zip/Postal Code
Country		
Phone	Email	

PROPOSED CITATION

In 25 words or less, describe specific AIAA service and participation of the nominee. This will be used on the Certificate of Merit.

NOMINEE'S MANAGEMENT

If the nominee is selected and you would like AIAA to contact their supervisor, department manager or public relations department, please provide their information below.

First Name	Last Name	
Affiliation		
Job Title		
Address		
City	State	Zip/Postal Code
Country		
Phone	Email	

NOMINATOR

First Name	Last Name	
Affiliation		
Job Title		
Address		
City	State	Zip/Postal Code
Country		
Phone	Email	

NOMINATOR'S SIGNATURE *(simply type name. This nomination must be sent via email by the nominator)*

	Date
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TOTAL SCORE

NOMINATION FORM

Category Scores:

Continuous Years Score:

Other Service Score:

AIAA Sustained Service Award

NOMINEE NAME: _____

MEMBER GRADE / MEMBER ID #: _____

POINTS FOR CONTINUOUS MEMBERSHIP: _____

To reset/recalculate the Final Total Score above, simply delete the score and hit "tab"

(enter the points associated with the number of continuous years)

0-5Yrs	6-10Yrs	11-15Yrs	16-20Yrs	21-25Yrs	26-30Yrs	31-35Yrs	36-40Yrs	41-45Yrs	46-49Yrs	50>Yrs
1pt	2pts	3pts	4pts	5pts	6pts	7pts	8pts	9pts	10pts	11pts

Section and Regional Service

Section Chair 5 x number of years _____ = _____	Regional Director 6 x number of years _____ = _____
Section Officer (e.g. Vice Chair, Secretary, Treasurer) 4 x number of years _____ = _____	Regional Deputy Director 5 x number of years _____ = _____
Section Council Member 3 x number of years _____ = _____	Regional Student Conference Chair 3 x number of conferences _____ = _____
Student Branch Faculty Advisor 5 x number of years _____ = _____	Regional Student Conf. Committee Member or Judge 2 x number of conferences _____ = _____
Congressional Visits Day State Captain 3 x number of years _____ = _____	Regional Leadership Conference Organizing Committee 3 x number of years _____ = _____

Technical Service

TAD Technical Director (after May 2017) 6 x number of years _____ = _____	TAC Technical Director (prior to May 2017) 6 x number of years _____ = _____
TAD Deputy Director (after May 2017) 5 x number of years _____ = _____	TAC Deputy Director (prior to May 2017) 5 x number of years _____ = _____
TC/PC Chair 4 x number of years _____ = _____	TAC Program Committee / Strategic Technologies Coordinator (prior to May 2017) 6 x number of years _____ = _____
TC/PC Officer (e.g. Vice Chair, Secretary, Treasurer) 3 x number of years _____ = _____	TC/PC Subcommittee Chair 3 x number of years _____ = _____
TC/PC Member 2 x number of years _____ = _____	TC/PC Associate Member 1 x number of years _____ = _____

NOMINATION FORM

Forum General Chair = Conference General Chair = Executive Steering Committee Member 4 x number of Conferences/Forums _____ = _____	Forum Technical Chair = Conference Technical Chair = Forum Organizing Committee Member 3 x number of Conferences/Forums _____ = _____
Standards Committee Chair 5 x number of years _____ = _____	Standards Committee Member 3 x number of years _____ = _____

Integration and Outreach Service *(after May 2017)*

IOD Director 6 x number of years _____ = _____	IOD Deputy Director 5 x number of years _____ = _____
IOC Chair 4 x number of years _____ = _____	IOC Officer (e.g. Vice Chair, Secretary, Treasurer) 3 x number of years _____ = _____
IOC Subcommittee Chair 3 x number of years _____ = _____	IOC Member 2 x number of years _____ = _____

Institute Service

President 10 x number of years _____ = _____	Speaker Council of Directors <i>(after May 2017)</i> 10 x number of years _____ = _____
President-Elect / Past President 5 x number of years _____ = _____	Chief (TAD/IOD/READ) Council of Directors <i>(after May 2017)</i> 8 x number of years _____ = _____
Board of Trustees Member <i>(after May 2017)</i> 6 x number of years _____ = _____	Vice President <i>(prior to May 2017)</i> 8 x number of years _____ = _____
Board of Directors At-Large Member <i>(prior to May 2017)</i> 6 x number of years _____ = _____	Vice President-Elect <i>(prior to May 2017)</i> 4 x number of years _____ = _____
Liaison to the Board of Trustees or Council of Directors <i>(after May 2017)</i> 4 x number of years _____ = _____	Liaison to the Board of Directors <i>(prior to May 2017)</i> 4 x number of years _____ = _____



NOMINATION FORM

Board of Trustees or Council of Directors-directed Committee/Working Group Chair <i>(after May 2017)</i> 5 x number of years _____ = _____	Standing Committee/Working Group Chair <i>(prior to May 2017)</i> 5 x number of years _____ = _____
Board of Trustees or Council of Directors-directed Committee/Working Group Member <i>(after May 2017)</i> 3 x number of years _____ = _____	Standing Committee/Working Group Member <i>(prior to May 2017)</i> 3 x number of years _____ = _____

Publication Service

Editor-In-Chief – Journals 8 x number of years _____ = _____	Associate Editor – Journals 5 x number of years _____ = _____
Guest Editor – Journals 2 x number of years _____ = _____	Editor-In-Chief – Book Series 6 x number of years _____ = _____
Member – Publications Committee 4 x number of years _____ = _____	Member – Book Series Editorial Advisory Board 4 x number of years _____ = _____

Awards Service

Associate Fellow/Fellow Selection Committee Chair 5 x number of years _____ = _____	Award or Membership Advancement Selection Committee 3 x number of years _____ = _____
Award/Membership Advancement Nominator 1 x number of nominations _____ = _____	



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NOMINATION FORM

Other Substantive Service: The Institute recognizes that its members may have rendered substantive service in a manner not captured in one of the categories listed on the previous pages. Below, please provide a descriptive listing of any service not captured, the number of years the service has been rendered, and a suggested **point value per year (2 pts max)** that the review committee may take into account when assigning scoring.

Descriptive Name of Service	Month/Year – Month/Year	# of Years	Suggested Points/Year	Points Estimate
Total				



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NOMINATION FORM

Award/Membership Advancement Nominations: Please list in the space provided the national AIAA award nominations or membership advancement nominations (*Associate Fellow, Fellow, or Honorary Fellow*) that the nominee has submitted.

Nominee Name	Award / Advancement	Year(s) Submitted