



NACURH/ACUHO-I Daniel Siler Program of the Year Checklist







The following checklist outlines the required components of Program of the Year (POY) submissions. Please see the [NACURH Policy Book](#) (July 2017), pages 143-148, for additional information.





Please note the content pages (excluding cover page and regional letter of support) of bids must be limited to twenty (20) pages.

- 🏆 Application Form
- 🏆 Presenter's Commitment Verification Form
- 🏆 Newsletter Article
- 🏆 Table of Contents
 - 🏆 Table of Contents must list, at minimum:
 - 🏆 Section One: Introduction and Overview
 - 🏆 Section Two: Planning and Implementation
 - 🏆 Section Three: Evaluation
 - 🏆 Section Four: Conference Presentation
- 🏆 Section One: Introduction and Overview
 - 🏆 Summary
 - 🏆 Program Origination
 - 🏆 Educational Component
 - 🏆 Audience
 - 🏆 Goals
 - 🏆 Student Needs



Section Two: Planning and Implementation

-  Program Basics
-  Student Involvement
-  Marketing
-  Resources

Section Three: Evaluation

-  Evaluation Tools
-  Successes
-  Challenges
-  Student Impact

Section Four: Conference Presentation

-  Conference Presentation (Description)
-  ACUHO-I (Relevance)

For additional information regarding eligibility and criteria, refer to the NACURH Policy Book, Award Policies: Title 12, Article I Section 1, pages 121-126. Please pay special attention to the information regarding citations, which can be found on pages 124 and 125. The proper citation method for the 2017-2018 NACURH year, as determined by the NACURH Chairperson, is as follows:

Object or Image [Location in Bid]: Name of Source/Source Link

Example: NACURH Logo [Page 1]: www.nacurh.org