1. Start the nomination/application process early. It takes time to collect nominations and organize documents. **Nominations are accepted until 11:59am on April 18th, 2023.**

2. Delegate and utilize! **Ask 1 person from each organization to coordinate nominations for Fraternal Excellence Awards.** This will avoid repetitive or duplicated nominations.

3. **When making a nomination that includes letters of support, coordinate with others to ensure letters of support provide original insight.**

4. Letters of support are helpful when they specifically address the ways the nominee meets/exceeds the criteria for an award. This is more important than the number of letters of support or nominations submitted. Nominators are encouraged to focus on gathering letters that uniquely tell the story of how a nominee meets/exceeds award criteria. **A maximum of 1 letter of support will be accepted as supplemental documentation for nominations.**

5. The judges overseeing the scoring for all FEA nominations are campus partners from across campus. While they are familiar with the sorority & fraternity life experience, they may not be familiar with your organization, its members, or your programs. **Make sure your nominations can speak to the impact your organization has on campus!** It may be helpful to provide background info or historical context about the person or program you are nominating.
University of Tennessee, Knoxville
Office of Sorority & Fraternity Life

Fraternal Excellence Awards Nomination Tips!

6. **A strong submission includes evidence of the impact the program or the individual has had on the community or campus.** Think about how you can communicate the ways the program or person has had an impact on you, your chapter, our community, and Tennessee!

7. **Nominators should thoroughly review the criteria before submitting the award to make sure all parts of the nomination are answered.**

8. **Be committed and take action.** The nomination process asks for specific detailed information to guide the scoring process. Stick with it – your nomination is going to be great!

9. **Ask your previous executive board to provide insight on the nominations you’re submitting!**

10. Have more questions? Need advice on how to submit an award-winning nomination? **Ask your chapter coach.** Reach out to a council advisor. Email OSFL Graduate Assistant **Rebecca Reed at reed37@vols.utk.edu.**