

**CALS TEAM AWARD GUIDELINES**  
**College of Agriculture and Life Sciences**  
**Virginia Tech**

**PURPOSE:** The CALS Team Award recognizes the achievements and impacts of interdisciplinary teams.

**ELIGIBILITY:**

- Teams must consist of three or more Virginia Tech faculty members (tenure track and/or non-tenure track faculty) and may include staff and student members who make substantial contributions to the team's success.
- At least half of the faculty members on the team must be from CALS.
- Team projects must include activities in one or more College mission areas of teaching, research, and Extension; international activities in any of the three mission areas are also eligible.
- Teams must have made demonstrable short- and/or long-term impacts, preferably in more than one of the mission areas; teams must be currently active, and must be active in the foreseeable future.

**NOMINATION SHOULD INCLUDE THE FOLLOWING THREE SECTIONS:**

- I. **Cover page** (see attached).
- II. **Description of Team** using the following **8 criteria (maximum of four pages, minimum of 12 pt. Times New Roman, 8.5" x 11" page with one-inch margins)**:
  - a. Description of the issue/problem that the team addressed and the stakeholders who are impacted and served by the team.
  - b. Description of how the team contributions support the mission of CALS in teaching, research, and/or extension.
  - c. Describe the interdisciplinary nature of the team's program and activities.
  - d. Describe the short- and/or long-term impacts of the team, preferably with objective data (nominations of teams that demonstrate impact in more than one of the mission areas of teaching, research, and extension will receive preference).
  - e. Discuss how the collaboration of team members contributed to the outcome of the effort.
  - f. Provide evidence of innovation/scholarship/creativity resulting from the work of the team.
  - g. Describe how the team's impact could NOT have occurred in the absence of the team.
  - h. Brief description of how the \$10,000 award will be used to advance the team's program.
- III. **Appendix** – must include a one-page vita for each team member; plus, any supporting materials as appropriate.

**SUBMISSION REQUIREMENTS:**

- May be submitted by any CALS faculty member.
- Nomination must meet the eligibility and address the 8 criteria listed above.
- Unsuccessful nominations may be updated and re-submitted two times for consideration (a maximum of three years).
- An electronic copy saved as a pdf must be submitted by June 1, 2021 to Crystal Tawney in the Dean's Office at cdtawney@vt.edu. Please use the checklist on the cover sheet to be sure your nomination meets the requirements.

**REVIEW COMMITTEE:** The review committee will consist of eight voting members, and a non-voting chair. The four associate deans and the assistant dean of inclusion, diversity, and equity will be permanent members of the committee, with one serving as rotating chair. The Dean will name four members of the faculty to serve as additional members of the committee. Faculty members who are part of a team nomination are not eligible to serve on the review committee.

**AWARD PRESENTATION:** The award will be announced at the annual CALS summer picnic, but also presented at a special ceremony in the fall, during which the team will give a 15 to 20-minute presentation describing the work. After the presentation, each member of the team will be recognized with an award. The team will also be awarded \$10,000 operating funds to be used to help support the team's program.