

2020 GIA Awards for Excellence Competition Frequently Asked Questions (FAQs)

Call for Entries Opens: September 16, 2019, 10:00 am Eastern

Entry Deadline: October 21, 2019, 5:00 pm Eastern

- Why should I submit my project, program, or publication?
 - Awards for Excellence winners receive national recognition for their creative and effective approaches in promoting academic medicine. The AAMC highlights the award-winning entries in publications and social media, notifies each institution's leaders, and recognizes the winners during the AAMC Conference for Institutional Advancement each spring.
 - Another significant benefit of participation in the Awards for Excellence program is constructive feedback. Every submission to the program is evaluated by a set of experienced advancement professionals, whose comments are shared with the submitter. Program participants have said that they value this honest feedback and use it to improve future programs and projects.
 - The act of preparing an award submission is a valuable exercise too. Consider a team approach to crafting your submission narrative, starting with a conversation and review of the overall strategy and goals, the approach you took, the tools you selected, and the evaluation of the outcomes.
 - Additionally, award recipients, recognized for their expertise or innovation, are often tapped to share their successful programs and projects at conferences and may serve as future award program judges.

- Is there an entry eligibility time-frame?
 - Yes, all submissions for the 2020 Awards for Excellence Competition must have taken place between April 1, 2018 and June 30, 2019.

- What is the entry fee? How can I pay?
 - The entry fee is \$50 per submission in the competition. Entry fees must be paid online at the time of entry via credit card only: MasterCard, Visa, American Express, or Discover. You will receive a payment confirmation and receipt via email once confirmed. We cannot accept checks. Entry fees are nonrefundable.

GIA Awards for Excellence Competition

Frequently Asked Questions

- Is there a page limit for the narrative?
 - Yes, your narrative should be double-spaced, Times New Roman 12-point font, and no more than three (3) pages in length. Judges have a brief amount of time to review each entry, so please be concise.
- How do I submit my entry?
 - All entries must first be submitted online. You may locate the online portal and other valuable information about the competition via the [GIA Awards for Excellence website](#). Submissions, unless otherwise noted in the Guidelines and Instructions, must then be mailed to AAMC headquarters.
- Can I upload my supporting documents as a PDF to the online portal in lieu of submitting a hardcopy binder or flash drive?
 - For most submissions, no. For your entry to be evaluated by the judges, it must be mailed to AAMC headquarters. Submissions must be placed in a 3-ring binder and mailed to the AAMC headquarters address:

AAMC
655 K Street, NW
Suite 100
Washington, DC 20001-2399
Attn: Madalyn Hemminghaus, GIA Awards Program
202-862-6075

Electronic Communications and the Robert G. Fenley Writing Awards entries, including the narrative and supporting entry materials, can be uploaded into the online system. It is not necessary to mail any documents for these category submissions to the AAMC.

- When do I submit the hardcopy binder of my entry?
 - All binders must be post-marked by October 21, 2019 to be eligible for the competition.
- Can I have an extension on the submission deadline?
 - To be fair to all contestants, we are unable to extend the deadline. The online submission system closes at 5:00 pm Eastern on October 21, 2019; entries cannot be entered after the deadline.

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- When will I receive notification about my entry?
 - You will be notified in writing in January 2020 of the judges' decision about the status of your submission. Regardless of the decision, all participants will receive constructive comments from the judging panel.

- I won! Now what?
 - Congratulations—winning an Award for Excellence is a national honor! All Awards for Excellence winners receive an award certificate, plaque, or trophy. Awardees are also recognized—
 - At the annual AAMC Conference for Institutional Advancement during the event and in the conference materials. Award tiers will be recognized before plenary sessions. Attendance at the conference is strongly encouraged.
 - In GIA publications and social media.
 - Via a letter from AAMC leadership to the awardees' institutional leadership.

 - In addition, Gold and Best in Show winners will receive a free AAMC Conference for Institutional Advancement registration and their names displayed at the Learn Serve Lead: The AAMC Annual Meeting awards dinner. Gold awardees will receive one registration for the 2020 conference (winners will be notified in January—ahead of the early bird deadline) and Best in Show will receive one registration for the following year. Institutions will decide for themselves who can use the free registration, which will be facilitated by the official points of contact of the award-winning submissions.

 - All 2020 winners will be notified in writing in January 2020, except Best in Show, which will be announced at the AAMC Conference for Institutional Advancement in April. Awards for Excellence recipients are required to provide photographs and additional information about the winning entry to be used for an awards display and in GIA publications.