



## 2018 CUTC Workforce Development and Technology Transfer Leadership Award

**Nomination Deadline: October 31, 2018**

*CUTC is instituting a new award category starting this year focused on workforce development and technology transfer. Up to two awards will be given annually in this award category. Awards are made to institutions, not individuals. The award recognizes outstanding leadership in designing and delivering workforce development and technology transfer programs. Awardees will be invited to present their programs at a dedicated session for this purpose at the next Summer CUTC meeting.*

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### **Who can enter?**

The CUTC Award for Workforce Development and Technology Transfer Leadership is open to all CUTC member institutions in good standing and other institutions partnering with such CUTC member institutions. However, the nomination must be made by a CUTC member institution in good standing. No more than one nomination is allowed per CUTC member institution.

### **What must be submitted?**

1. All applications must be submitted online by the designated CUTC contact person at the submitting institution. In 500 words or less, explain why the nominated institution should receive the award (the nominated institution can be the submitting institution itself or some other institution).
2. Up to two supporting letters from non-CUTC institutions (such as a public agency or an industry partner or a high school) that were the benefactors of the workforce development and technology leadership program. Note that this award is not intended to recognize academic programs at the nominee institution itself (such as a graduate program at a University), but to recognize programs directly designed to benefit entities/individuals beyond the confines of the nominee institution. Each letter should be no more than one page long with single-line spacing and a Times Roman 12-point font size or larger. Please note the award selection criteria.
3. Supporting Information about the program (no more than 5 pages): Please note the award criteria and include information that addresses all elements.

### **When are entries due?**

Online submissions must be completed by October 31, 2018.

**How is (are) the winner(s) selected?**

The award recipient(s) will be chosen from eligible nominees. The following evaluation criteria will be used:

**1. Demonstrated excellence in workforce development/technology transfer**

Evidence that might be used to show excellence could include program evaluations by the recipients of the program, demonstrated application and effectiveness in the field engendered by technology transfer, and other tangible measures showing the impact on the transportation profession.

**2. Contributions to development of collaborative partnerships**

Evidence of forging new collaborations between CUTC institutions and other institutions (for example, public agencies, high schools, industry, etc.) that have the potential for sustained impact on the profession.

**3. Description of the program and its design**

Evidence of a clear purpose of the program, how it was conceived and designed, the delivery mechanisms, the target audience, and how feedback was collected.

**4. Potential for scalability and transferability**

Description of how the program may be replicated at other institutions and locales, by demonstrating ability to scale, ability to transfer, and ability to access program materials for use by other institutions.

**Awards Notification:**

Winning entries will be notified on or before November 30, 2018. All applicants will be notified of the results of the Selection Committee.

**Awards Presentation:**

Winners will be recognized at the CUTC Annual Awards banquet held January 2019 in Washington, D.C.

**For additional information?**

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