

**Stanley C. Israel Regional Award for
Advancing Diversity in the Chemical Sciences**
Preparation and Procedures
[Office of Diversity Programs](#)

1. **Stanley C. Israel Regional Award nominating documents** are submitted to ACS Staff. Nominations for the spring/summer meetings will be due March 1; nominations for the fall meetings will be due July 1.
2.
 - a. **Nomination Information consists of:**
 - i. Letter of nomination (max. Three pages);
 - ii. Individual - CV or resume;
 - iii. Organization/group – description of organization;
 - iv. Two supporting letters (max. Three pages);
 - v. Up to five samples of program material.
 - b. **Request is reviewed under the following criteria:**
 - i. Person or program has increased the participation and leadership of underrepresented minorities, persons with disabilities, women, and sexual minorities through mentoring, hiring, promotion and/or other activities that lead to greater inclusiveness within the chemical sciences;

2. Communication: Staff will coordinate with John Michael Sophos (JMS) and Peggy Smith (PS), regional meeting planning partners in the Department of Meetings and Expositions, who will insure the all of the appropriate regional meeting chairs, board members, and awards committee members receive the proper information regarding nomination procedures. Staff will continue to interface with JMS/PS, and appropriate meeting organizers as plans progress. All meetings will provide a venue for the presentation of the awards to be determined as the plans for the meeting progress (i.e. – awards banquet, luncheon, symposium or address). **CMA will require that an opportunity be provided, either through a special symposium or awards talk, for the recipient to make a presentation.**

3. Award Presenter: Staff will work with JMS/PS to determine which ACS board members will be at each meeting in order to identify a presenter.

4. Selection of recipients -- Staff will scan and forward all nominating documents to the Chair of the CMA Awards Sub-Sub Committee for distribution to all members of the SSC.

Award winners are selected by the SSC, **no later than six (6) weeks prior to each regional meeting and** they will forward award winner's names to ACS staff.

ACS staff will verify the membership status of award recipients (go Online to ACS Member Search)

ACS staff will notify recipients by congratulatory letter (under CMA Chair's signature) stating that they have been selected for award (send originals to winners, make sure copies are made for office files). **Copies are to be sent JMS/PS, appropriate regional meeting chairs, board officers, award committees, and award recipient's Local Section leadership.**

ACS staff will maintain templates of each letter on Diversity Programs shared directory.

5. Award Consists of:

- i. \$1,000 award presented at regional meeting;
- ii. Plaque presented at regional meeting;
- iii. Registration, Hotel and Travel expenses covered for recipient's attendance at regional meeting

6. Publicity:

The **Call for Nominations for the S.I. Award** should be distributed to each local section in each region through the region board, be included in the call for papers for each regional meeting, and be included along with a link to nomination forms on each regional meeting website.

Once recipients are identified, their event information will be included in all regional meeting publicity and in the meeting program book. A short bio and a good quality electronic photo will be needed for each recipient for inclusion in the program book. . Staff will work with JMS/PS to get these items to the appropriate meeting organizer as needed.

The content of the presentation speech by ACS Governance presenter will be generated by CMA staff and JMS/PS.