



CDC  
*Childhood Immunization*  
CHAMPION AWARD

## Nomination Checklist

CDC's National Center for Immunization and Respiratory Diseases

# 2017 Childhood Immunization Champion Award Program

Use the checklists below to verify that you have all the required documents and submission information for your nominee. Please ensure that you have submitted all materials to the appropriate contact.

### Checklist for Individuals Submitting Nominations to Immunization Programs

#### Nomination Materials

- Nomination Packet, including criteria/eligibility checklist and narrative questionnaire
- Current resume (pdf or Word document)
- Headshot (size at least 342 pixels wide and no larger than 1MB in size). Optional supporting documentation, such as program materials, publications, clippings, or website screenshots (a total of 5 pages will be accepted)
- Initialed, signed, and dated HHS consent waiver form (NOTE: Witness signature is required, but it does not require notary signature)

#### Submission Instructions

- Email, mail, or fax above documents to your state/territorial immunization program (see contact list beginning on page 7) by February 3, 2017 (confirm the deadline with your immunization program).

### Checklist for Immunization Programs Submitting Selected Champion to CDC

#### Nomination Materials

- Nomination form of selected *Champion*, including completed criteria/eligibility checklist and narrative questionnaire
- Current resume (pdf or Word document)
- Headshot (low resolution JPEG or GIF file no larger than 1 MB in size and at least 114 pixels wide)
- Any optional supporting documentation, such as program materials, publications, clippings, or website screenshots (a total of 5 pages will be accepted)
- Initialed, signed, and dated HHS consent waiver form

#### Submission Instructions

- Email the documents listed above to [imzchamps@cdc.gov](mailto:imzchamps@cdc.gov) by **February 24, 2017**

