



Dolores J. Brown Staff Award Nomination Form

Name of Nominee:

Nominee's Department:

Nominee's Role/Title:

Please describe your reasons for nominating this individual. Provide specific examples of how the nominee meets the following criteria:

- Has a record of outstanding service to his or her position, to the School, and to his or her colleagues;
- Has demonstrated respect for the School and its mission;
- Helps create a welcoming, friendly and inclusive environment.

Nominator (Your) Name:

Nominator (Your) Title:

Nominator (Your) Phone:

Nominator (Your) Email:

This completed form can be e-mailed to [Andrea Moreira@hms.harvard.edu](mailto:Andrea.Moreira@hms.harvard.edu) or mailed to Dolores J. Brown Award, Office of Human Resources, Gordon Hall, 312A. Nominations are due Friday March 3rd, 2017 by 5 p.m. Nominees must be overtime-eligible (hourly) staff receiving a Harvard paycheck and working directly for HMS or HSDM. These individuals can be in administrative, research, or educational support roles.