

**NJSOPHE AWARDS & SCHOLARSHIPS**  
***Louise Chut Award for Program Excellence Application***

**MEMBERS ONLY**



**Background Information**

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Program Title

Contact Person Name

Contact Person Title/Position

Workplace/Affiliation

Mailing Address

Email Address

Phone Number

Please list the names of the program developers who are NJSOPHE members (at least one is required to be considered for this award)

**Program Summary Specifications**

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The program summary should be sent as a separate document and should not exceed 3 typed, double-spaced pages. It should include a discussion of the items described below, using subtitles provided and in the order listed.

1. **Problem Statement:** What need or concern was addressed? How was this need identified?
2. **Objectives:** List the work objectives related to the problem stated above.
3. **Methodology:** Describe activities undertaken to remedy the problem or address the concern. In what way did you collaborate with other entities? Describe all resources used to implement the initiative. How was the initiative implemented? What barriers were overcome to achieve a successful end?
4. **Evaluation:** How was the program evaluated and what were the results of the evaluation? How many people benefited? What other benefits resulted to your organization and the community? What lessons did you learn? What are your future plans for this initiative?

Signature of person submitting application

Date

**E-mail your completed application and required documents to:**

Krista M. Reale

[njsopheawards@gmail.com](mailto:njsopheawards@gmail.com)

**Applications must be received by Friday October 15, 2021**

**FOR REVIEW ONLY**