



Pioneer Award for Breaking New Ground (in/with) your CPD Program

Great ideas that you have been able to incorporate into your CPD Program, that are “ground-breaking”, original, game-changing that support sustained improvements in your program do not typically occur by accident (but *could* be a happy surprise!) This newly renovated award recognizes the pioneer spirit and accomplishments based on “out of the box” thinking, creative endeavors/infrastructure which demonstrate excellence in accomplishing your program goals. Sustainability, replicability, and/or scalability are important considerations as you pave the way for those who will follow, to disseminate and spread the impact to other settings and providers. Recognized endeavors/infrastructures could include, but are not limited to, a creative way to plan educational activities/interventions, how your CPD program is structured, or other creative ways to improve processes relating to continuing education for health professionals within your CPD department or organization.

**The project must have been initiated between January 1, 2017 and July 31, 2018 and have an analysis to show its effectiveness or impact.*

Complete Online Application Contents

To be considered complete, please make sure your application includes the following:

- Applicant Information;
- Nominee Information;
- Award narrative & appendix;
- Verification statements that nominees represent the organizations referenced in the application, and that an activity relating to this endeavor has not been nominated for another Alliance award given at the same annual conference;
- Nominator Acknowledgment; and
- Submission Agreement.

Award Narrative & Appendix

The narrative and appendix you prepare as part of your application must meet the following criteria for content and formatting:

- Include a description along with supporting documents (acceptable attachments listed below), and should include the following sections:
 - A brief introduction/summary of the endeavor/infrastructure
 - How the endeavor was funded (to include internal budget allocations, or financial and in-kind support).
 - A brief explanation of the what prompted the endeavor
 - At the time of the application submission, the endeavor must have been sufficiently developed to include a report on the impact of the improvement / creative approach.

- How the initiative and its various components are linked to the Alliance’s National Learning Competencies
- How the endeavor (or its improvements) will or can be:
 - Sustained
 - Scaled to a larger group
 - Replicated by the nominee or other providers
- Why this endeavor should be considered as a model for excellence in breaking new ground / creativity.
- Be a maximum of **twelve total pages** (comprised of a narrative of no more than three pages; appendix of no more than six pages), in PDF format with one-inch margins on all sides and no smaller than Arial 11-point font
 - Attachments
 - **REQUIRED: three (3) PAGE MAXIMUM:** Narrative documentation that the endeavor / improvement / approach described occurred or is occurring (you can submit whatever you want that shows off your Pioneer Spirit). Given that this award is for a groundbreaking approach, graphics and visuals are strongly encouraged.
 - **REQUIRED: two (2) PAGE MAXIMUM:** A description of the “journey”- how the endeavor started, how it improved your processes, lessons learned, limitations, and opportunities for future development.
 - **REQUIRED: one (1) PAGE MAXIMUM:** Listing of the roles of each stakeholder in the endeavor, such as leadership, faculty, and/or staff. If you engaged an outside organization/partner for this endeavor, please describe.
 - **REQUIRED: one (1) PAGE MAXIMUM THAT INCLUDES STATEMENTS INDICATING THE FOLLOWING:**
 - Verification that nominees represent the organizations responsible for the endeavor and that its components will occur.
 - Verification that an activity relating to this endeavor has not been nominated for another Alliance award given at the same annual conference
 - **OPTIONAL: two (2) PAGE MAXIMUM:** Nominees may submit up to two pages of attachments, which provide additional details related to the endeavor to be considered by the award committee.

Evaluation Criteria

In evaluating nominees in this category, the Selection Panel will consider a number of different aspects, including:

- Accuracy and completeness of application;
- If and how the endeavor and its components are linked to the Alliance’s National Learning Competencies;
- How the endeavor (or its improvements) will or can be sustained, scaled to a larger group, and replicated by the nominee or other providers;
- Status as a model approach (i.e., an approach worthy of being replicated, or concept that can be utilized by others);

- Impact that can be translated to an Annual Conference storyboard and/or publishable manuscript; and
- Lessons learned, limitations and opportunities for future endeavor development.

Recognition

This award will be presented at the 2019 Annual Conference. Recipient will receive a plaque, one complimentary annual conference registration, the opportunity to submit an e-poster and to present the poster onsite, and the option to submit an *Almanac* article about the project.