

BEAUMONT FOUNDATION  
A NONPROFIT CORPORATION

**The Gilbert I. Low Excellence in Education Award**

***Campus Checklist***

*Instructions:*

*After the campus nominating committee has completed their selection(s), return the following items by **Friday, February 1, 2019** to:*

*Carol S. Eddins, Director of Grants  
The Beaumont Foundation  
470 Orleans, 1<sup>st</sup> Floor  
Beaumont, Texas 77701*

**The following checklist is for your use only and does not need to be returned.**

**NOMINEE/APPLICATION PACKET CHECKLIST**

- A Fully Completed Campus Nominee Selection Form.
  - A Fully Completed Nomination Form.
  - One Page from the Nominating Person Explaining Why the Nominee Deserves this Award.
  - Two Pages of Supplementary Materials to Support the Nomination.
  - A Fully Completed Cover Sheet.
  - A Fully Completed Application Form.
  - Attach Current 3 1/2" x 2 1/2" (*wallet size*) Photograph of the Nominee to 8x11 Copy Paper.
  - The Nominee's Current Resume (*not more than three pages*).
  - The Nominee's Favorite Quote or Motto (*one page*).
  - The Nominee's Essay on Philosophy of Teaching (*one-page*).
  - Four (4) Letters of Support. Please write your name at the top of each letter of support.
  - Please Remember to Make Copies of all Forms. The Application and Photo will not be Returned.
  - Submit your Completed Application in a Large Manila Envelope. Please, NO Binders, Folders or Notebooks.
  - Do Not Mail Your Letters of Support Separately. This may disqualify you.
-