



***OCG Rock STARS! Excellence in Sponsored Project Administration Peer-to-Peer Board***

The Peer-to-Peer Board (P2P) is the non-management component of the *OCG Rock Stars! Excellence in Sponsored Project Administration Program*. The mission of P2P is to steward the process of formal peer-to-peer nomination, evaluation, and recognition of colleagues whose actions or service have had significant impact towards the [mission, vision, and values of OCG](#). P2P solicits proposals, appraises nominations, and coordinates award recommendation and presentation.

Recognition Program Eligibility and Criteria for Nominees:

All OCG University Staff and Classified Staff are eligible for nomination. P2P will consider recommendations for OCG personnel that have demonstrated a service that has resulted in improved morale, greater efficiency, or higher quality of service in OCG. Nominee(s) must meet at least one of the following attributes:

- a) Demonstrated ongoing excellence in service and leadership over a period of time (min. 3 months)
- b) Achievements with a significant and positive impact on the university community through the use of problem solving, or collaborative partnership development
- c) Provision of substantial assistance to OCG as an enterprise that is above and beyond the scope of normal responsibility
- d) Exemplary performance for an individual act of excellence derived from personal initiative
- e) An identified group, team, unit, or section within OCG that has displayed exemplary teamwork, effectiveness, exceptional service, or other accomplishments in support of the organizational unit's stated mission
- f) Participation and involvement in an OCG initiative
- g) Demonstrated valued service and assistance that reflects OCG norms

Nomination and Recommendation Procedures:

To nominate OCG personnel to be a **STAR (Service, Thanks, Appreciation, and Recognition) Honoree**, Nominator should complete the attached form detailing the Nominee's service this is being recommended for recognition. P2P will evaluate each nomination using a scoring rubric based on the rationale and impact of nominee's service. Nominations selected by the board will be recommended to Senior Leadership for recognition. Recognitions approved by Senior Leadership will be presented at OCG All Staff meetings beginning May 2018.

P2P Awards:

<b>STAR Honoree</b>	<b>Merit Criteria</b>	<b>Award*</b>
<b>Excellence in Service and Leadership</b>	A or B	Up to \$500 and plaque
<b>Exemplary Initiative</b>	C	Up to \$250 or 8 hours of Admin. Leave**
<b>Superior Endeavor</b>	D or E	Up to \$100
<b>Quality Contributions</b>	F	Up to \$50
<b>Valued Service and Assistance</b>	G	Selection of commemorative CU/OCG gear

\*Award values may be awarded as gift cards; totals are subject to change.

\*\*Administrative Leave must be approved/coordinated by Honoree's manager.

## OCG Rock STAR! Peer-to-Peer Recommendation

Email completed form to [Joan.Eaton@colorado.edu](mailto:Joan.Eaton@colorado.edu)

### Nominee(s):

Please provide their First and Last name. Multiple individuals should be identified if nominating a group.

### Nominator:

Please provide your First and Last name.

### Nominator's Confirmation

I confirm that I have read the recognition program eligibility and criteria for nominees.

### OCG relationship:

Observer

Supervisor

Colleague

### Date of Recommendation:

date form was completed

If nominee is formally recognized, please check here if you wish to remain anonymous as the nominator:

### Date/duration the service/action occurred:

### Attributes that Nominee(s) have demonstrated *Choose all those that apply*

Demonstrated ongoing excellence in service and leadership over a period of time (min. 3 months)

Achievements with a significant and positive impact on the university community through the use of problem solving, or collaborative partnership development

Provision of substantial assistance to OCG as an enterprise that is above and beyond the scope of normal responsibility

Exemplary performance for an individual act of excellence derived from personal initiative

An identified group, team, unit, or section within OCG that has displayed exemplary teamwork, effectiveness, exceptional service, or other accomplishments in support of the organizational unit's stated mission

Participation and involvement in an OCG initiative

Demonstrated valued service and assistance that reflects OCG norms

### Rationale for Nomination: Please describe the service/action that occurred.

### Impact of the Nominee(s)' Action: Please describe how the service/action contributed to the mission, vision, and values of OCG.

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### For P2P Board Use ONLY

Date of Initial Consideration:

Recommendation:

Comments: