

Checklist for Fellow Nominations

- Tell your candidate that you plan to nominate them and include information about ([Share This](#)):
 - The nomination process, including a telephone interview in May from a member of the Nominating Committee
 - The rights and privileges of Fellows, including participation guidelines
 - The requirements of Fellows, including annual dues of \$500
- Start your online nomination, you'll need:
 - Your candidate's first name, last name, and personal email.
 - The names of potential seconding Fellows
 - To be prepared to outline how your candidate contributes to a more diverse and robust Academy
 - To be prepared to outline how your candidate will be involved in the Academy
- After submitting Nomination Step 1 online, check in with your candidate to ensure they've received their account creation email from NAPA
- After submitting Nomination Step 1 online, check in with your seconding Fellow(s) to make sure they received the notification email from NAPA
- Once you've been notified by email that your candidate has submitted their information, you should return to the online portal to submit your nomination statement and finalize the nomination package ([Example Recommendation Statement](#))
- Celebrate the future of public service!

DEADLINE:
April 26, 2019

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