Timeline and Process for:
AAAS-Lemelson Invention Ambassadors Program
(Deadline Pending Verification; prior deadline was 3/31/17)

General Information


Application is completed online at: [https://inventionambassadors.aaas.org/login/indexA.cfm](https://inventionambassadors.aaas.org/login/indexA.cfm)

Eligible nominators: Anyone can nominate. Self-nominations are acceptable (by completing application)

Required letters of support: 2 (submitted on line)

Refer questions to: Yolanda Comedy ([ycomedy@aaas.org](mailto:ycomedy@aaas.org)) or Neela White ([nwhite@aaas.org](mailto:nwhite@aaas.org))

What Ambassadors do: Ambassadorships are 12 months; each Ambassador would be involved in: (1) a 2½ day orientation; (2) advocacy opportunities and two or three strategically selected public engagement activities arranged with/by AAAS. Ambassadors’ presentations will draw from the messaging created by AAAS with the Lemelson Foundation and outside experts, tying in each individual’s personal stories of success; (3) an “end-of-the-program” symposium to engage media, policy makers, and the public. The “culminating” symposia will be held in a strategically chosen location to give Ambassadors the collective ability to inform policy makers, government, industry and non-profits, and to help create a national conversation on the importance of invention.

Evaluation Criteria: (from [http://www.aaas.org/page/call-applications-aaas-lemelson-invention-ambassadors-program](http://www.aaas.org/page/call-applications-aaas-lemelson-invention-ambassadors-program)): Invention Ambassadors should be “catalytic” mid-career inventors who are committed to promoting the value of invention and invention’s role in innovation, economic development, environmental sustainability and quality of life. Candidates can be entrepreneurs, or employees of industry, government, or academia. Candidates should have and demonstrate: (1) a high regard for the role of invention; (2) an invention track record; (3) an accomplished professional career; (4) a commitment to invention’s role in impacting environmental sustainability; and (5) experience or interest in speaking to audiences. Five ambassadors will be chosen in the first class of the program.

Required Application Materials:

- Online application (nominee creates account and completes)
- 2 letters (names/contact information get entered into application and they get notified to upload pdf)
- Essay/Video/Diagram
- Interview (if invited)
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**September 8:** Provost sends Deans, Department Chairs, Center Directors, and faculty members a memo announcing the AAAS-Lemelson Ambassadors Program (maybe along with other external awards) and deadline.

**November 15:** OVPR solicits nominations for AAAS honor from Deans, Department Chairs, Center Directors, and faculty members, and sends information about the award, eligibility, and criteria. Nominations must be accompanied by the nominee’s name, department, contact information, CV, and a one-page summary of significant accomplishments. Let departments know that the President and VPR will approve the final candidates.

**December 15:** All nominations are due to the OVPR. Nomination documents are examined by the President and Vice president for Research (VPR), who will approve final candidates.

**January 5:** OVPR contacts final nominees and provides a description of the award and process for submitting an application. OVPR offers assistance, for example, for grant editors to review application materials; and offers to contact letter writers on nominee’s behalf.

**February 22:** OVPR contacts nominee(s) to see if they want assistance with completing/editing the application or with other tasks that will ensure that a competitive application is submitted by the agency deadline.

**March 16:** OVPR reminds nominees that application and letters must be submitted to agency by *March 31*, and that they should notify OVPR when application has been submitted.

**March 23:** OVPR reminds nominees to check that letter writers have submitted letters online through the agency application portal, and suggests a reminder to the letter writers if needed.

**March 31, Agency deadline:** All materials have been submitted through the online system.