

Tiger Award

Nomination Form

Use this form to nominate an individual for a Tiger Award. The nominator fills out Sections A, B, D, and E. Once those sections are complete the nominator emails the form to their cabinet officer. The cabinet officer completes form and sends to vpawar@princeton.edu.

Section A. Nominee Information

<i>Employee Name:</i>	<i>Employee ID:</i>	<i>Date:</i>
<i>Position Title:</i>		<i>Position Grade:</i>
<i>Department Name:</i>	<i>Department Number:</i>	
<i>Current Base Salary:</i>	<i>Union:</i>	

Section B. Nominator Information

<i>Name:</i>	<i>Position Title</i>
<i>Department Name:</i>	<i>Department Number:</i>

Section C. Award Information (this section can only be completed by the cabinet officer)

<i>Tiger Award Amount:</i>		
Note: Awards of \$1,500 or above will be considered “Tiger” awards. Tiger Awards cannot exceed 10% of an individual’s base pay in any fiscal year, and an individual cannot receive more than two Tiger Awards over three fiscal years. These rules apply beginning with FY22 and going forward.		
<i>Chart String:</i>	<i>Fund: A0006</i>	<i>Program: AM305</i>

Section D. Compliance Questions

Check the applicable boxes below to confirm a Tiger Award is appropriate for consideration.

- | | | |
|---|-----|----|
| <i>Does this award acknowledge contributions toward a unique, one-time event?</i> | YES | NO |
| <i>Has the individual contributed extraordinarily, above and beyond the job responsibilities?</i> | YES | NO |
| <i>Does this individual exemplify staff dedication to Princeton’s mission?</i> | YES | NO |
| <i>Is the award amount <u>not</u> based upon a specific financial metric?</i> | YES | NO |

If you selected YES to all of the above, a Tiger Award may be appropriate. Continue to Section E.

Section E: Description of Contribution

Using the text box on the next page, describe the nominee’s contribution following the guidelines below:

Tiger Award: Describe fully the extraordinary contribution accomplished by the nominee. Include specific examples of how the nominee’s accomplishment contributes to Princeton’s mission.

(If additional space is required please attach a separate page)

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Name of Cabinet Officer and Signature	Date
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