

IAFP Travel Award

for Health or Agricultural Department Employees in North America

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Objective: To provide travel funds for city, county, state, or provincial health or agricultural department employees (epidemiologists, food and molecular microbiologists, and environmental health specialists) working in North America to attend the Annual Meeting of the International Association for Food Protection and to encourage participation in association activities.

For the 2025 program year, it is our pleasure to support the travel of up to five qualified health or agricultural department employees in North America to attend IAFP 2025, to be held July 27-30, 2025, in Cleveland, Ohio. This award is sponsored by the IAFP Foundation.

Criteria for Applicants

- Have a demonstrated interest in and commitment to food safety and public health
- Hold employment in a city, county, state, or provincial health or agricultural department in North America* (university employees are **not** eligible to apply)
- The online application will require the following information:
 - 1) **Statement of Interest** (one page maximum) explaining:
 - Your specific area of interest in food safety and quality
 - Your career accomplishments (or aspirations)
 - Why you wish to attend the IAFP Annual Meeting
 - 2) **Letter of recommendation or support** (one page) from a department head or co-worker (*cannot be from a current IAFP Board Member*)
 - 4) **Additional information** to include (one page maximum):
 - Schools attended
 - Involvement in local IAFP Affiliate
 - List of awards, honors, etc. received
 - List of travel grants and scholarships received
 - Other relevant supporting materials

Additional Information for Application

- IAFP Membership is not required.
- Recipients of this travel award are eligible to re-apply after two years.

* For a complete list of North American countries, go to:
http://en.wikipedia.org/wiki/List_of_North_American_countries_by_population

IAFP Travel Award for Health or Agricultural Department Employees in North America Judging Procedure

Procedure for evaluation of each applicant

This procedure was designed with the intention of providing a matrix to help the award jury select a winner with a relatively equitable, semi-quantitative method. Applicants have been instructed to provide specific information that reflects the expectations and specific intent of the Travel Award.

The jury's task is to evaluate the applicant by measuring his or her performance against the criteria listed above and applying the 1-10 Rating Scale given below. To obtain each criterion's weighted score, multiply the criterion's % weight (in decimal format) times the score that was assigned from the 1-10 Rating Scale. Applicants should be ranked for each criterion on their own merit and should also be ranked in relation to other nominees. The table provided on the next page should be used to organize the evaluation data. Add the weighted scores in order to obtain the overall ranking of the candidate.

Rating Scale

9.0 – 10.0	Outstanding: performance exceeds <i>judge's</i> expectations for criterion
8.0 – 8.9	Above average: performance is above average expectation level for criterion
7.0 – 7.9	Average: performance meets average criterion expectations
6.0 – 6.9	Below average: performance below expectations
5.9 or less	Unsatisfactory or not applicable: performance does not meet criterion expectations or the criterion does not apply to the candidate

The following is an example of an applicant receiving a perfect score (10 in each criterion).

Award Criteria	Criterion % Weight (x Factor)	Judge's Score	Weighted Score
Statement of Interest	45 % (0.45)	10	4.5
Letter of recommendation	25 % (0.25)	10	2.5
Additional Information	<u>30 % (0.30)</u>	10	<u>3.0</u>
Total	100 %		10.0

Weighted score = criteria score given based on rating guideline times criteria weight factor:
(e.g., if Statement of Interest score = 5; 5 x 0.45 = 2.25 weighted score)