



IOWA AFRICAN AMERICAN HALL OF FAME

Affiliated with the Black Culture Center, Iowa State University
2350 Beardshear Hall, Ames, Iowa 50011-2309
Telephone: contact Rudy Simms 515-991-4398

Nomination Guidelines and Form Instructions

1. You or your organization may nominate one person for induction into the Hall of Fame. The person does not have to be a member of your organization.
2. The nomination must be based on **two (2) major contributions of statewide significance** that served to increase the quality of life for lowans during the nominee's professional or civic career.
3. The nominee must have resided in Iowa for a minimum of ten (10) years and have worked in a professional and/or civic capacity for twenty (20) years. Both the residency and work requirements must have been achieved by January 1, 2018.
4. Complete Section I of the nomination materials by providing:
 - a. The nominee's full legal name, job title, business and home addresses and telephone numbers. If the nominee is retired, you will only need to provide his/her home address and telephone number.
 - b. The nominator's name, mailing address and, if an organization is nominator, that organization's contact person's name and telephone number.
 - c. A brief description of each of the two (2) significant contributions the nominee has made to the quality of life to Iowa.
5. Complete Section II by providing each of the following on typed 8½ x11 sheets of white paper:
 - a. A one-page nomination letter.
 - b. A personal history, do not exceed two (2) pages.
 - c. The reasons for nomination (provide full details of the two major contributions the nominee has made which had a significant impact on the quality of life of lowans. Do not exceed two pages.
6. Complete Section III by providing:
 - a. One 3x5, 5x7 or digital headshot photo, which can be black and white or color. The photo will not be returned.
 - b. A signature of the nominator or nominating organization's contact person.
7. A sample of a completed nomination form is available on our web site: <http://www.iaahf.org/>.
8. Mail the completed nomination materials by first-class mail to:

IAAHF Selection Committee
Attn: Rudy Simms
5109 Sawyers Drive
Des Moines, Iowa 50310

Nominations postmarked or hand-delivered after July 13, 2018, will not be considered.