

# Instructions on how to apply to the AFS Skinner Award for 2023

## Overview

The John E. Skinner Memorial Fund was established in memory of John Skinner, former California-Nevada Chapter and Western Division AFS President. The fund provides monetary travel awards for deserving graduate students or exceptional undergraduate students to attend the AFS annual meeting.

Any student who is active in fisheries or related aquatic disciplines and has not previously won a full Skinner award is eligible to apply. Awardees are chosen by a committee of the AFS Education Section. Selection is based on academic qualifications, professional service, and reasons for attending the meeting. Travel support of up to US\$800 will be made available to successful applicants. In the event of a student electing to attend virtually, their conference registration will be covered. Award winners will also receive a one-year paid membership to AFS. Ten students will be selected for the full award, and an additional five students will be selected for Honorable Mention. Students who receive an Honorable Mention will receive a complimentary registration to attend the annual meeting and a one-year membership to AFS.

There are two parts to the online application:

- **Part I**, completed by the student applicant.
- **Part II**, completed by the applicant's mentor/faculty advisor.

Detailed instructions on where and how to apply are below. If you have any questions about this process, please contact the John E. Skinner Chair, John Hargrove via email:

[john.hargrove@idfg.idaho.gov](mailto:john.hargrove@idfg.idaho.gov)

## FOR STUDENTS

Starting in 2023, AFS Awards applications have been moved to a new site to simplify the award evaluation process.

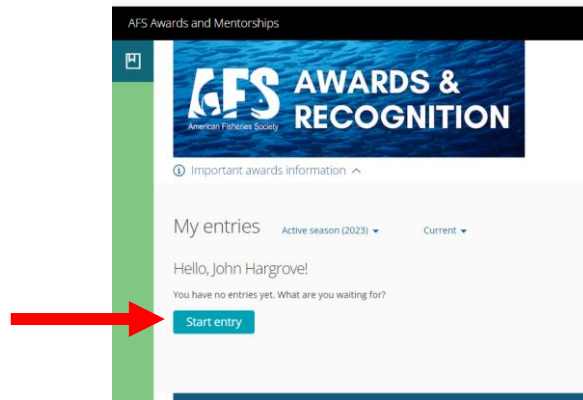
First, go to the following webpage and register your account.

<https://afsawards.awardsplatform.com/>

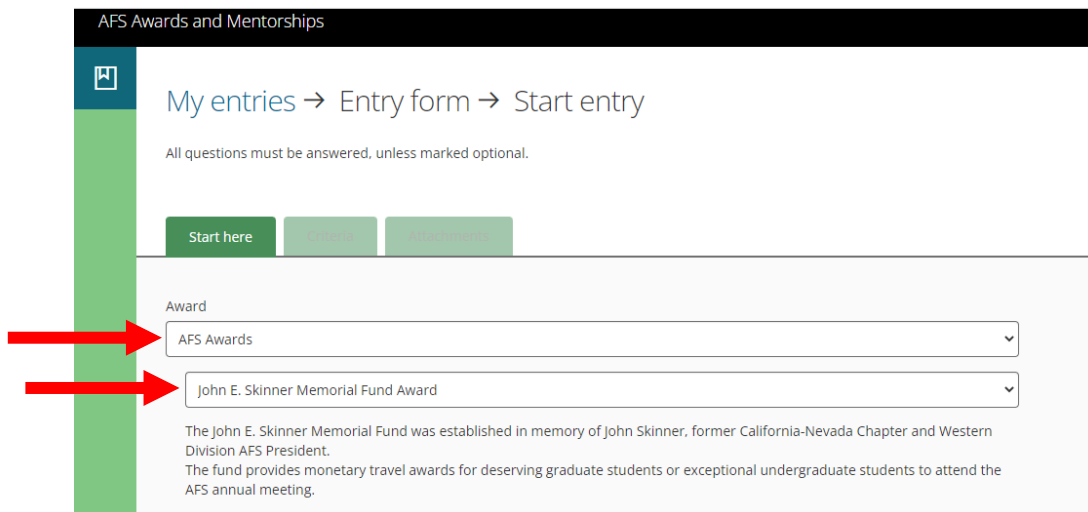
The screenshot shows the registration page for the AFS Awards & Recognition program. The page is divided into three main sections: a 'Welcome' message, a 'Register' form, and a 'Log in' form. The 'Register' form includes fields for 'Full Name', 'User Name', 'Email', 'Password', and 'Confirm Password'. There are also checkboxes for 'I have read and agree to the AFS Awards & Recognition Terms of Use' and 'I agree to receive notifications and promotional emails in AFS from the AFS Awards Program or Nutton Program. You may withdraw your consent at any time.' A red arrow points to the 'Register' button at the bottom of the form. The 'Log in' form has fields for 'Email or mobile ID' and 'Password', a 'Remember me' checkbox, and a 'Log in' button. Below the 'Log in' section, there are social media login options for Facebook, Twitter, and Google.

You will need to verify your email address before proceeding. Click 'Confirm account' in the email sent by [no-reply@app.awardforce.com](mailto:no-reply@app.awardforce.com)

Once you have registered and verified your email address, scroll down on the Awards & Recognition page and click on the link to 'Start entry'



This will bring you to the next page where you will select 'AFS Awards' from the first drop-down menu. Once you have done that a second drop-down below will appear. Select 'John E. Skinner Memorial Fund Award'



From here you will fill in blanks with appropriate details (name, address, etc.). Once this is complete, click 'Save + next'

The next page requests a 'Cover Letter', 'Award Supporting Document 1', and 'Award Supporting Document 2'.

**For the AFS Skinner Award you will need to address specific criteria for the award outlined below. Please answer each of the following questions in a single Microsoft Word document and upload under 'Cover Letter'.**

1. AFS Involvement and Leadership (WORD LIMIT FOR RESPONSE: 250 words) – Describe your current and previous involvement in AFS at any level (e.g., Chapters, Student Subunits, Sections, Committees), including the level of participation and any leadership activities (e.g., president, committee chair, member).
2. Relevant Professionalism, Leadership, and Academic Achievements (WORD LIMIT FOR RESPONSE: 250 words) – Describe your involvement in professional activities and academic accomplishments including, but not limited to: presentations, publications, scientific reviews, symposia, awards, outreach, etc. Memberships and positions in non-AFS professional societies or student groups may be listed here as well. Please do not reiterate descriptions of AFS positions listed above.
3. Briefly describe your goals as a student of aquatic natural resources (WORD LIMIT FOR RESPONSE: 150 words)
4. Reason to Attend the Annual AFS Meeting (WORD LIMIT FOR RESPONSE: 200 words) – Describe the reason(s) you want to attend the annual AFS meeting (e.g., presenting a paper or poster, chairing a session, networking, business meetings, etc.).

Once you have uploaded your Cover Letter with responses to the four questions above, you will scroll to the bottom of the page and click ‘Submit Entry’. Once this is done, you will be able to view your completed application under the ‘My entries’ tab on the home screen.

Next, your advisor will need to provide a letter of support. Instructions for Advisors are below.

## **ADVISORS**

**For the advisor portion of this award process, please answer each of these questions in a single Microsoft Word document and email it to Lauren Maza [lmaza@fisheries.org](mailto:lmaza@fisheries.org) and John Hargrove [john.hargrove@idfg.idaho.gov](mailto:john.hargrove@idfg.idaho.gov)**

1. Please provide the name of the applicant as well as your name at the top of the document.
2. How long and in what capacity have you known the applicant? (WORD LIMIT FOR RESPONSE: 100 words)
3. What is the applicant’s professional promise including potential future involvement in aquatic natural resources, and professional society involvement such as AFS? (WORD LIMIT FOR RESPONSE: 350 words)
4. Why should the applicant receive the Skinner Award to attend the annual meeting this year (e.g., include financial need if appropriate)? (WORD LIMIT FOR RESPONSE: 200 words)