

# Immunization Champion Award Checklist

## Launch of Award Nomination

April 17 - May 19, 2023

- Establish key contact persons for the Immunization Champion Award
- Contact coalitions to determine how they can support the IP with the award nomination and selection processes
- Send "Call for Nominations" email to all networks starting April 17, 2023
- Follow up with AIM with any questions at [champions@immunizationmanagers.org](mailto:champions@immunizationmanagers.org)
- Bring questions to April General Membership Webinar
- Determine Immunization Champion selection committee

## Review Period

May 19 - June 23, 2023

- Meet with the selection committee to determine one candidate to submit to AIM using AIM provided or internal rubric
- Submit candidate and all required materials to AIM by June 23, 2023
- Begin communications using AIM social media toolkit to drive anticipation of the state Champion

## Promotion of State Champion

August 2023

- Send notice of award to state Champion using AIM provided or internal template by August 1, 2023
- Send notice of award to program mailing list to promote state Champion using AIM provided or internal template
- Launch promotional campaign for state Champion using AIM provided or internal promotional tool kit
- Present state Champion with the award in a virtual or in-person ceremony

## Evaluation

October 2023

- Submit Immunization Champion Award Evaluation Survey to AIM once it becomes available



*This publication is supported by the Centers for Disease Control and Prevention of the U.S. Department of Health and Human Services (HHS) as part of Cooperative Agreement 6 NH23IP922569-05-01. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by CDC/HHS, or the U.S. Government.*



Association of  
Immunization  
Managers

