



**Leverett Graduate Student Merit Award for Outstanding Achievement in Dental Public Health for Master and Doctoral Degree Students in Dental Public Health and Dental Public Health Residents**

**TO: Directors, Dental Public Health Residency Programs and Doctoral Programs**  
**FROM: Dr. Sena Narendran, Student Awards Chair**  
**DATE: August 1, 2023**  
**RE: AAPHD Leverett Graduate Student Merit Award Program**

AAPHD is proud to recognize graduate students and residents in public health dentistry through the Leverett Graduate Student Merit Award. Each School of Public Health, School of Dentistry with a Graduate Program in Dental Public Health, and Agency with a Dental Public Health Residency Program is invited to submit **a maximum of two (2) separate** nominations for this award.

The nominee(s) may be currently within their program or a recent graduate within one year of graduation and must have completed their project prior to graduation from their respective programs. The nominee(s) whose projects were completed during their fifth academic year of a Predoctoral dental program will be judged as a Master's degree graduate project. The nominee(s) whose projects were completed during their doctoral degree program will be judged separately using criteria appropriate for evaluation of doctoral projects.

Each project should have a community and/or research basis with dental public health significance.

For **project components and submission requirements**, please [click here](#). Abstracts to be considered for the AAPHD Student Merit Award program **should not** be submitted a second time for the General Poster or Oral Presentation Sessions.

*Please read through these instructions carefully as there are some changes to past year's announcements.* If there are any questions concerning this announcement, please contact Dr. Sena Narendran by electronic mail: [sexn100@case.edu](mailto:sexn100@case.edu)

**Dates to note:**

- **Open now** – Site open for submission Student Merit Awards
- **October 18, 2023** – Deadline for submission of nominees and supportive material. Submission site closes at 11:45 pm EASTERN.
- **Mid-December 2023** – Notifications emailed to submitters

**The National Oral Health Conference® will be held on April 15-17, 2024 in St. Louis, MO**

**AAPHD's Business Meeting is scheduled for Sunday, April 14, 2024**

**Project Components and Submission Requirements for the  
Leverett Graduate Student Merit Award 2024**

**I. GENERAL INFORMATION**

- All material must be submitted electronically by visiting the [NOHC Abstract Submission Site](#). No manual submissions will be accepted. Nominations will not be considered after the submission deadline.
- Be sure to complete all the submission tasks – you may save your submission and return to the form as needed until the deadline. After the deadline date, no changes can be made.
- A submission is not considered complete if you do not complete all tasks. All tasks must have a green checkmark indicator before each task. The submitter will receive an immediate e-mail acknowledgement once the submission is *complete*. Only completed submissions will be reviewed for consideration.
- It is the responsibility of the person submitting the abstract to verify the correct spelling and email address for all authors' email addresses when the abstract is submitted. NOHC is not responsible if authors do not receive email communications as a result of an incorrect email address provided during the submission.
- NOHC is not responsible for incorrect information in program material due to incorrect information provided by submitter.
- **Reports must be submitted by 11:45 pm EST, Wednesday, October 18, 2023. No exceptions.** Notification of selection will be made by mid-December. Any questions related to the submission process may be directed to the NOHC office at [abstracts@nationaloralhealthconference.com](mailto:abstracts@nationaloralhealthconference.com).

**II. COMPONENTS FOR ONLINE SUBMISSIONS**

Each project should have a community and/or research focus of dental public health significance. The following online tasks must be addressed in order for the submission to be considered complete:

1. **Author(s).** One presenting author must be identified.
2. **Conflict of Interest Disclosure.** A conflict of interest disclosure must be completed by each author listed on the abstract.
3. **Abstract Requirements:**
  - a. **Title.** *Limit 100 characters/30 words.* Titles should be entered in title case format, i.e. the first letter of each word is capitalized unless it is an article or preposition. DO NOT USE all capital letters in the title.
  - b. **Body of Abstract.** *Word limit: 250 words, exclusive of the title and the source of funding.* The words: "Objective", "Methods", "Results", and "Conclusions" must be included in the body of the abstract and are included in the 250-word limit.
  - c. **Source of Funding.** All sources of funding and support must be included.
  - d. **Affiliations.** Please list the universities or other institutions with which the authors are affiliated.
  - e. **Keywords.** Include three (3) to ten (10) keywords.
4. **Supporting Documents.** Each nominee is required to upload the following:
  - a. **Report.** *Limit 20 pages of text (parts i-vi), double-spaced, 1-inch margins, minimum font size 12. This does not include references and appendices, which have separate page limits, but the formatting requirements are the same: double-spaced, 1-inch margins, minimum font size 12.*

The report must follow a manuscript format include the following sections; no other format will be accepted:

- i. Background information
  - ii. List of the program's objectives and the procedures used
  - iii. Summary of results
  - iv. Discussion of the impact on the community and its significance to dental public health
  - v. Conclusions
  - vi. Photographs, figures/tables, and/or illustrated diagrams should be included where appropriate
  - vii. References - *limit 5 pages*,
  - viii. Appendix - *limit 10 pages*
- b. **Letter of Nomination.** A letter from the nominating faculty person.
  - c. **Cover Page.** A cover page that includes the following contact information for each nominee: full name, mailing address, telephone number and e-mail.
  - d. **IRB.** If the project involved human subject research, a copy of the letter from the relevant Institutional Review Board must be included.

#### 5. E-mail confirmation of the submission.

### III. EVALUATION

Each project will be evaluated by multiple reviewers, according to the following seven elements:

- Originality and design of the project
- Description of results and conclusions
- Quality of the results (data) from the project
- Scientific value of the project
- Dental Public Health value of the project
- Overall quality of the report
- Demonstrated mastery of the subject

### IV. AWARDS

First, second, and third place award winners are selected from submitted projects which have met the reviewers' guidelines. These winners are required to present their projects as a part of the General Poster Session on either Monday, April 15, 2024, or Tuesday, April 16, 2024 at the 2024 National Oral Health Conference®, a joint meeting of the American Association of Public Health Dentistry (AAPHD) and the Association of State and Territorial Dental Directors (ASTDD). Award winners will be recognized and receive their award at the AAPHD Annual Business meeting on Sunday, April 14, 2024. Winners will also receive complimentary membership in the American Association of Public Health Dentistry for 2024 and electronic access for one year to the *Journal of Public Health Dentistry*.

**Please note:** In order to receive the cash award, the award winner is required to attend the 2024 National Oral Health Conference® and present their poster. Only one complimentary registration per project will be awarded and given to the individual who has been identified as the presenting author on the report. If no member of the project team is able to attend the 2024 NOHC, the submitting author will only receive the plaque, AAPHD membership and electronic access to the JPHD.

**FIRST PLACE AWARD.** The First Place Award winner will receive complimentary registration and a cash award of \$500 to help defray the cost of attending the National Oral Health Conference®.

**SECOND PLACE AWARD.** The Second Place Award winner will receive complimentary registration and a cash award of \$200 to help defray the cost of attending the National Oral Health Conference®.

**THIRD PLACE AWARD.** The Third Place Award winner will receive complimentary registration and a cash award of \$100 to help defray the cost of attending the National Oral Health Conference®.

## **V. HONORABLE MENTION**

Honorable mention winners are invited to present their project as part of the General Poster Session on either Monday, April 15, 2024, or Tuesday, April 16, 2024. Honorable mentions will be recognized and receive their award at the AAPHD Annual Business meeting on Sunday, April 14, 2024. They will also receive complimentary membership in the American Association of Public Health Dentistry for 2024 and electronic access to the *Journal of Public Health Dentistry (JPHD)*.

If the Honorable Mention is attending NOHC, they will need to register for the conference and pay the appropriate conference registration fee. If they are not a resident member of AAPHD, they may register for the conference at the discounted “student member” rate.

If there are any questions concerning this announcement, please contact Dr. Sena Narendran by electronic mail: [snx100@case.edu](mailto:snx100@case.edu)