



Altrusa International Foundation, Inc.
Anna H. Settle
Community Leadership Award

2023 Nomination Cover Page—Deadline May 1, 2023

Submitted by Altrusa International of _____, Inc. District Number _____

Club President: _____

Address: _____

City: _____ State/Country: _____ Zip/Postal Code: _____

Daytime Telephone: () _____ Evening Telephone: () _____

E-mail Address: _____

Name of Nominee: _____

Name of Project: _____

Submission Guidelines:

- The nomination must be submitted to the International Foundation by the Altrusa Club President in the geographic area where the nominee conducts the project. One nominee may be submitted per Altrusa Club in each biennium.
- The nomination should be in letter format, not more than three single-spaced, one-sided pages, with one-inch margins and 12-point type.
- The letter should outline the reasons why the individual should be recognized, in accordance with the questions on page 2 of this Cover Sheet. Substantiating information such as newspaper articles, photographs, or project reports showing results and/or outcomes can be submitted with the letter of nomination, but these enclosures should not exceed (5) pages.

The Anna H. Settle Community Leadership Award will be a \$4,000 contribution to the project/program conducted by the honoree. If the project is completed, the award may be designated to a local charity of the recipient's choice.

The Anna H. Settle Community Leadership winner will be presented at the San Antonio, Texas Convention in July 2023

Signature of Sponsoring Club President

Date

Submit completed Anna H. Settle Community Leadership Award nomination no later than May 1, 2023, via email only to foundation@altrusa.org. Mailed entries will not be accepted. You will receive a confirmation email upon the Foundation's receipt. Clubs are responsible for following up if confirmation receipt is not received within 5 business days of submission.

ANNA H. SETTLE COMMUNITY LEADERSHIP AWARD

2023 CRITERIA

Nominations must provide responses to the following questions. Point values for responses are listed. Responses are limited to three (3) single-spaced, one-sided pages, with one-inch margins and 12-point type.

1. Nominee Background (25 points). Describe the Nominee's background, relevant life experiences, education, family life, hobbies, and other information about the Nominee deemed relevant by the Club, not covered specifically in other questions.
2. Project Description (25 points). Describe the Project, covering the following points: Name of Project, geographic area served, number of years in existence, founders, target population, need for services provided by the Project in the community (including statistical information), number of residents served compared to the total target population, whether the Project is the only one in the community addressing the need, size of budget, brief summary of sources of revenues and major categories of expenses.
3. Description of Nominee's involvement with the Project (25 points). Describe the involvement of the Nominee, including positions held, within the Project. Describe the responsibilities of the Nominee with the Project. Include the length of time served, the demonstrable result of the Nominee's involvement, awards and recognition received, and any information the Club deems relevant in consideration of the Nomination.
4. Description of Nominee's involvement in community service other than the Project. (15 points) Describe the Nominee's involvement in the community other than the Project in which he or she lives, including tenure, position, responsibilities, awards, and recognition received, and any information the Club deems relevant in consideration of the Nomination.
5. Abstract (10 points). Provide a SUMMARY of the essential points set forth in the responses to points 1 -4 above. When completing this section, consider that it could be used as a description of the winner of the award in print or digital descriptions of the Nominee and the rationale for why this Nominee won the award.

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