



# Altrusa International Foundation, Inc, Community Leadership Award

The Board of Trustees of the Altrusa International Foundation, Inc. announces the "Community Leadership Award" to recognize individuals who have made significant contributions to their communities as volunteer leaders. Every Altrusa Club has an opportunity to recognize those individuals in their communities who are contributing to the welfare of others.

The Community Leadership Award is presented annually, with the recipient selected from nominations submitted to the International Foundation by Altrusa Clubs. Nominations should be submitted directly to the International Foundation Office in Chicago, Illinois by May 1, 2009.

## **Eligibility Criteria:**

- o The award will be given to one (1) nominee in recognition of one (1) specific community service program or project that the individual chaired which has or continues to provide a meaningful benefit to the community and which clearly demonstrated leadership abilities.
- o The project or program chaired by the individual can be sponsored by an Altrusa Club. The project or program cannot have been a fundraiser for the Altrusa Club's community service budget.
- o Projects sponsored by an Altrusa Club in cooperation with other local civic and charitable organizations qualify, provided the nominee served as the chairman and had full responsibility for the project or program.

## **Nominees**

- o The nominee must live or work in the community in which the Altrusa Club is established.
- o The nominee cannot be a paid staff member of the organization, agency or group that conducted the community service project/program. The award is for "volunteer" achievement not "professional" accomplishment.
- o Civic work completed in the past, professional recognition, other awards, etc., are not relevant to this award. Nominees will be judged on the specific community service project they conducted.
- o Membership in Altrusa is not required.

## **Procedure for Submitting Nominees**

Nominations should be submitted to the International Foundation by May 1, 2009 (postmark date) by the Altrusa Club President in the city where the nominee conducts his or her project. The nomination should be in letter format, not more than three single-spaced, one-sided pages, 1 inch margins and 12 point type. The letter should outline the reasons why the particular individual should be recognized. 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 five pages. Please send an original and three copies of the complete submission, fastened at the top with a binder clip or paper clip. Do not enclose the submission in a notebook, or any type of binder.

### **Judging**

A special committee chaired by a Trustee of the International Foundation will judge nominees. Three (3) non-Altrusans will serve as judges. Judges will be chosen based upon their own record of achievement in civic activities and volunteer service.

### **The Award**

The Annual Community Leadership Award will be a \$500 contribution to the project/program conducted by the honoree. In the event that the project is completed and requires no additional funds, the \$500 cash award will be presented to a local charity designated by the recipient.

The honoree will be presented with a certificate of recognition by the Altrusa International Foundation, Inc. on behalf of the Altrusa Club that submitted the winning nomination.

### **Award Presentation**

After the judging is completed the International Foundation will notify the Altrusa Club that made the winning nomination.

The award presentation will be made in the local community by either a Trustee of the International Foundation, an International Officer of Altrusa International, the District Governor, Governor-Elect, or a past Foundation or International Officer in cooperation with the Altrusa Club that made the nomination.

A feature story on the award presentation will be published in the *International Altrusan*.