



**Valparaiso Kiwanis
Foundation
Community Volunteer
Of the Year Award**



All Valparaiso Area Community based organizations may nominate **one** special volunteer for this award. Nominees must be unpaid volunteers.

Purpose of Award

- To recognize outstanding volunteers in our area
- To promote volunteerism
- To encourage increased volunteerism within our community
- To celebrate the “spirit of volunteerism”

Award = \$500 to the local, qualified charity or community organization which nominates the candidate selected to receive the Volunteer of the Year Award.

Award Winner will...

- Be an exemplary volunteer.
- Represent the highest level of volunteerism.
- Have an extensive volunteer background.
- Have made a significant impact on the community.
- Be available to attend a special luncheon meeting on June 1, 2011.

The 2011 Award recipient will be recognized at the Wednesday, June 1, 2011 regular Kiwanis Luncheon meeting.

**March 18, 2011 – Deadline for submission of completed Nomination Form.
Only the first 12 nominations will be accepted.**





Valparaiso Kiwanis Foundation Community Volunteer Award Process and Procedures



Nominees will be selected based on the quality and quantity of their volunteer contributions and the effect of their efforts on our community. Selection preference may be given to nominees who have served as volunteers over a period of years and contributed significant quality time to volunteer activities.

- This award may be presented to an individual only once in his/her lifetime.
- Any Valparaiso area community based organization may nominate one person for this award. Only the first 12 nominations will be accepted. Therefore, it is important to make your nomination in a timely fashion.
- The Valparaiso Kiwanis Club Foundation Board of Directors will make the final selection from the nominations received.
- The Kiwanis Club of Valparaiso (Noon Club) Board of Directors will vote on the decision of the Foundation Board.
- The Board of Directors will make the final decision on this award, without recourse to any appeal.
- The award presentation will be conducted at a regularly scheduled meeting of the Kiwanis Club of Valparaiso (Noon Club) or as determined by the Club Board of Directors.

Sequence of activities

1. Nomination forms distributed to Kiwanis membership. Members requested to forward nomination forms to community based organizations. February to March
2. Nomination forms due to Kiwanis Foundation Board of Directors.
3. March 18, 2011
4. Foundation Board meets to evaluate and vote on nominations.
5. Selection forwarded for action to Club Board of Directors for regular Board meeting.
6. Award presentation scheduled for a Kiwanis Club of Valparaiso (Noon Club) meeting (June 1, 2011).

Amendments and Approval of Procedure

The Kiwanis Foundation Board of Directors will accept input at any time from all members regarding the award selection criteria and procedures. The Board will annually approve and review the procedure. Changes or additional awards may be made at the discretion of the Foundation Board.