



JEAN M. COON HUMANITARIAN AWARD APPLICATION

Date: _____

Name: _____

Address: _____

Phone # _____

Email Address: _____

Grade Level () Junior () Senior

High School Name and Address: _____

School Phone # _____

Applications may be filed electronically or sent by mail. Check with your local Zonta club for the appropriate email or mailing address and due date. Applications are generally due to clubs by the end of March. Clubs will identify and put forth their semifinalist to Zonta District 2 by April 1.

To locate a Zonta club near you, go to www.zonta.org and enter your zip code.

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Instructions for applications to Zonta Club of Albany: Completed applications should be sent to JMCAlbanyZonta@gmail.com no later than Friday March 26. Electronic submission is preferred. If you cannot file your application electronically, send a request for instructions on a mail submission to the email address above.

Essay Question Instructions:

Compose essays for the following two questions. If additional space is needed, a separate page or pages may be used. Include name, page and question number on any additional sheet(s)/

1. Why do you perform community service and why did you select your specific community service projects? (Not more than 100 words)

2. Briefly describe up to three (3) of the community service projects you have performed and the impact you believe that this service project has had on your community and the targeted community if it is different from your local community. (Up to 400 words)

Applicant's Name _____

Service Report Instructions

On page 4, adding an additional sheet if necessary, describe your community service, both required and voluntary. Include only service performed during your high school years.

Description of the community service should include positions held (if in an organization, church group, etc.) and their approximate number of hours per week, month or year that you served. If a one-time event, describe your role and time spent. List any achievements in your voluntary service. If you are still volunteering service to an organization, provide the start date and indicate that it is ongoing. The number of hours for the activity should be as of the date you submit your application.

For required service, please indicate the number of hours you must perform, and the amount of these service hours you have already completed. Please place a (R) behind any service hours you did as required community service.

Example:	
School	
Reading to 1 st graders 10 hours (R) of 10-hour graduation requirement	= 10 (r)
Worked at school bake sale. 4 hours (One time)	= 4
Non-School	
Teaching church school for 3 years – 5 2-hour classes = 10 hours/year X 3 years	= 30
Ring bell for Salvation Army for 2 4-hour slots X 2 years	= 16
Reading to a blind man 3 hours per week (Ongoing) To date:	= 30
Worked in soup kitchen 7 hours (R) of 20 hours required for Confirmation-ongoing = 7 (R)	
Total Service Hours	
1. Number of hours required to be performed <u>30</u> and # hours completed	<u>17</u>
2. Number of service hours performed in conjunction with a school project	<u>14</u>
3. Number of service hours for outside-of-school service	<u>83</u>
Total of line 2 + 3 = <u>97</u>	

Student's Service Report

Please list your service projects, following the page 3 general instructions.

School Activities

Non-School Activities

Total Service Hours

1. Number of required hours _____ and number of required hours completed _____

2. Number of service hours performed in conjunction with a school _____

3. Number of service hours for outside-of-school service projects _____

Total of line 2 + line 3 = _____

Applicant's Name _____



LETTER OF RECOMMENDATION

JEAN M. COON HUMANITARIAN AWARD

Please request a letter of recommendation from your PRINCIPAL, GUIDANCE COUNSELOR, TEACHER or NOT-FOR-PROFIT REPRESENTATIVE. Submit it as the last page of your application. PLEASE NOTE: LETTERS MUST ADDRESS YOUR PARTICIPATION IN COMMUNITY SERVICE.

APPLICANTS FOR ZONTA CLUB OF ALBANY AWARD ALSO PLEASE NOTE: The writer of your letter of recommendation may sent the letter electronically to JMCAlbanyZonta@gmail.com

Applicant's Name _____

