

# Outstanding Volunteer Award

**Deadline: March 15, 2015** [Postmark date. "Fax" or E-Mail copies are not acceptable.]

Mail this form to: Kentucky PTA, 148 Consumers Lane, Frankfort, KY 40601

**Please Copy this Form and Distribute to the Appropriate Person to Complete.**

**The nominee must be a member of a PTA/PTSA "In Good Standing" as of October 15, 2014.**

## Eligibility:

1. The nominee must meet the dictionary definition of a volunteer –“a person who voluntarily offers himself or herself for a service or undertaking; a person who performs a service willingly and without pay”—for all services, activities and time described in this application.
2. The nominee is not required to be a parent or to have children in school.
3. Nominations may be submitted by a local PTA/PTSA or district PTA.
4. A PTA/PTSA may submit more than one nomination.

Name of Nominee (Please Print) \_\_\_\_\_

Address \_\_\_\_\_  
Street, P. O. Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Grade Level(s), Ages(s), or Area(s) Served \_\_\_\_\_

Name of School \_\_\_\_\_

County \_\_\_\_\_ PTA District \_\_\_\_\_

School Address \_\_\_\_\_  
Street/P. O. Box \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School Telephone (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

Nominee is a Member of \_\_\_\_\_ PTA/PTSA

Name of PTA/PTSA or District Submitting Nomination \_\_\_\_\_

Name of President \_\_\_\_\_

Telephone Day (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

## VOLUNTEER AWARD CRITERIA

1. Duration of service: 10 points  
 Approximate Hours of Weekly Volunteer Service \_\_\_\_\_  
 Years of Volunteer Service \_\_\_\_\_
2. Type and quality of volunteer service: 30 points – emphasize the services provided to the student(s), parents, and school(s).
3. Impact of volunteer service on the students, school and community: 40 points (Please describe the positive changes in student performance, attendance or behavior; describe the overall contribution to the students, school and community.
4. Recommendations (two required): 20 points – This could include recommendations from other PTA/PTSA members, administrators, staff, teachers, students or community members; include name, title and phone number of persons submitting the recommendations.

Please attach page(s) addressing the above criteria. Limit: five pages (including this form); one side only, double-spaced, type no smaller than 10 point; and may not be reduced.

### **Incomplete Applications Will Not Be Considered.**

**The submitting PTA/PTSA will be notified if their nominee is a winner.**

### **All PTAs/PTSAs to be a unit in good standing MUST:**

- Send at least one national and state dues payment (\$3.50 per member) to the Kentucky PTA office no later than October 15<sup>th</sup>;
- Send district dues to district treasurer or Kentucky PTA office as required;
- Send the PTA financial review form to the Kentucky PTA office by Aug. 15<sup>th</sup>;
- File 990 IRS Tax Form by Nov. 15 and mail a copy to Kentucky PTA;
- Send bylaws for approval by the Kentucky PTA every 5 years.