

# ZONTA INTERNATIONAL

**Re:** Zonta International District 2 - Jean M. Coon Humanitarian Award Instructions  
**To:** Zonta Club President/ Award Chairperson  
**From:** District 11 Jean M. Coon Award Sub-committee

**This award is for SERVICE, academic achievement is not a factor. Please stress this in your information packet to Guidance Counselors. Academic success is not relevant and should not be considered as a factor in determining the winner of this award.**

- Because a number of schools have instituted a service requirement for graduation and some churches have service requirements as well candidates will be required to *identify required service* and a greater emphasis will be given to the *quality of the overall service performed* and the *initiative* of the candidate.
- 1. Please send award information packets to the Guidance Counselors from public, private and parochial high schools in your area. You are encouraged to maintain a yearly pattern with your local schools which greatly increases participation, thereby providing more students with an opportunity to be recognized for their community service.
- 2. Please send a cover letter with your local award information packet. Please include the local chairman's name, address and telephone number, the number of applications, this year's winner's name and any personal observations.
- 3. It is suggested that you send the information packets out as early as possible and then conduct follow-up phone calls to ensure that the award information was received and distributed. This will also encourage greater participation.
- 4. Request that the Principals/Guidance Counselors return the completed applications to you in March (you set the date) so that you may select your local winner and submit the individual's application to District by April 7, 2010 to the District 2 Jean M. Coon Sub-committee Chair.
- 5. The semi-finalists applications will be forwarded to the District JM Coon Award committee for judging. The District winner will be announced by the end of June. The award certificate and the financial award will be presented at the October 2010 Seminar.