



# Application Form

## NYS Organization DKG Frederica Hollister Professional Educator's Award Application/Nomination Form

The *Frederica Hollister Professional Educator's Award* was established in 1988 from a bequest of Past Pi State President Frederica Hollister. Along with honoring the recipient of this Award, it also honors the memory of Frederica Hollister whose contributions to education and women educators was exceptional.

### Criteria/Requirements

#### NYS Organization DKG Standing Rules 11.6-11.68:

- 11.6 The Frederica Hollister Professional Educators Award
- 11.61 This Award shall be made annually to an active (not reserve) member of NYS Organization DKG who has held membership for at least five years.
- 11.62 **The recipient shall be an active or former member of the teaching profession who has exemplified the best in education. Her contributions to education and other related fields in New York State and possibly at the national level should be varied, widely known, and well-documented over a period of five years.**
- 11.63 Nominations for the Award may be made by a member of NYS Organization DKG or by a NYS Organization DKG Chapter.
- 11.64 Nomination forms for the Award may be obtained from the Chair of *Frederica Hollister Professional Educator's Award Board of Trustees*. **The nominator must submit the nominations form, a letter of support for the nominee and the documentation not to exceed ten (10) single-sided pages.**
- 11.65 The postmarked deadline for submitting nominations to the Chair shall be February 15<sup>th</sup>.
- 11.66 **The Award may be presented to the recipient at a NYS Organization DKG meeting or an Area Conference as the guest of NYS Organization DKG. The Award is a plaque and two (2) checks of equal amount. The first check will be for the recipient's own use, and the second will be made out to a project of her choice.**
- 11.67 If a nominee is not selected for the Award, her nominations form, letter of support, and documentation will be kept on file for one year and she will automatically be considered for the next year's Award. Additional updated materials, not to exceed five (5) single-sided pages, may be sent that second year.
- 11.68 At no time shall the principal of the fund be less than \$5000.

**Note - Dictionary definition of documentation:** the orderly presentation, organization and communications of recorded special knowledge to produce an historical record (*of changes in variables*).

**The complete application must be mailed to the Chair of the *Frederica Hollister Professional Educator's Award Board of Trustees* no later than February 15<sup>th</sup>.**

**A complete application must include the nominations form, a letter of support for the nominee and the documentation not to exceed ten (10) single-sided pages.**

**A picture of the applicant should be included in the application materials.**

**All sections of this application must be typewritten and completed for consideration.**

Date of Application: \_\_\_\_\_

**Nominee's Name:** \_\_\_\_\_

Nominee's Email: \_\_\_\_\_

Nominee's Address: \_\_\_\_\_

Nominee's Phone or Cell: \_\_\_\_\_

Nominee's Chapter: \_\_\_\_\_ Number of Years of Active Membership: \_\_\_\_\_

Nominee's Business Address: \_\_\_\_\_

Nominee's Business Phone: \_\_\_\_\_

Local Newspapers in Nominee's Area: \_\_\_\_\_

Administrative Head of Nominee's Place of Business (*if applicable*):

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

**Nominator's Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Chapter: \_\_\_\_\_ Phone or Cell: \_\_\_\_\_

Email: \_\_\_\_\_

**\*\*\*\*\* Please attach a 250-500 word Letter of Support, written by you, the Nominator, which states why the nominee should be considered for this award.**

**PHOTOGRAPH:** The photograph may be sent electronically as an attachment to email to Chair by deadline of February 15<sup>th</sup> or in print with the application.

**A complete application must include the nominations form, a letter of support for the nominee, photograph and the documentation not to exceed ten (10) single-sided pages. Be sure to address the award criteria outlined in the attached Criteria/Requirements.**

**Application must be postmarked by February 15<sup>th</sup> and mailed to:**

**Renee Funke  
Chair Frederica Hollister Professional Educator's Award Board of Trustees  
9741 Gibson Hill Road  
Cattaraugus, NY 14719  
716-870-8196  
[reneefunke@yahoo.com](mailto:reneefunke@yahoo.com)**