## Outstanding Youth Citizenship Award School/Nominee Checklist

This is the 44<sup>th</sup> year for the Rotary Club of Waco and the Waco *Tribune-Herald* to sponsor the Outstanding Youth Citizenship Award for McLennan County high school seniors. The Rotary Motto is "*Service Above Self*". As each high school selects its nominee, and each nominee fills out this application, please keep this motto in mind.

The Youth Citizenship Award Banquet will take place on Monday, March 25, 2024. More information will be sent upon receipt of the nominee's application.

There will be one Outstanding Youth Citizen selected, along with four additional finalists. The 1<sup>st</sup> place winner will receive a \$4,000 scholarship, and the four finalists will each receive a \$2,000 scholarship.

## For the School Principal/Counselor:

- 1. Acknowledge "the" contact person for your High School (Principal, Counselor, etc.) by emailing <a href="Deborah.Whitley@Forvis.com">Deborah.Whitley@Forvis.com</a>
- 2. Please nominate only ONE graduating senior from your High School,
- 3. Acknowledge "the" nominee by notifying us at <a href="Deborah.Whitley@Forvis.com">Deborah.Whitley@Forvis.com</a>
- 4. Pass this application form on to your student nominee
- 5. Stress the importance of their nomination letter, and
- 6. Encourage your nominee to get started early as they are representing your school district!
- 7. Remember that this is a great opportunity for your district to showcase the service of one of your students.

Please do *not* hesitate to contact either one of us if you have any questions regarding the application process: Deborah Whitley at 254.722.9593 or JoAn Wade at 254.766.2115.

Applications (which will include a photo and nomination letter) must be received by: 5 pm, on Friday, February 2, 2024.

Preferred Method: email to: Deborah. Whitley@Forvis.com

## Outstanding Youth Citizenship Award Student/Nominee Checklist

- 1. Upon being nominated, please contact us *immediately* at Deborah.Whitley@Forvis.com
- 2. Put Friday, February 2<sup>nd</sup> 5:00 PM on your calendar! That is the deadline to turn in this application packet. It is certainly acceptable to turn it in *earlier* than that...
- 3. Put Monday, March 25th on your calendar! Put this on your parent's calendar as well. More information will be sent to you directly after your nomination by your school. You and all of the other nominees from McLennan County high schools will be invited to be the guests of the Rotary Club of Waco. Details of time and location will be determined with instructions to follow.
- 4. You **must** use this "Word.doc" form, filling it out completely. It is a "fill in the blanks" form. Please type. Hand written/printed applications will not be considered and please refrain from using "see attachment." Please return in Word format.
- 5. A letter of recommendation from someone involved with your primary service activity is required. This person may be from your church, school or a volunteer activity that demonstrates your "Service Above Self". A second letter of recommendation may come from your school counselor if you choose. The letters can be attached to your application or may be in an email (to <a href="Deborah.Whitley@Forvis.com">Deborah.Whitley@Forvis.com</a>) and please include your name and high school. It is *not* necessary for this to be a "paper" letter and it is best to ask for your recommendation letter early in the process.
- 6. The information from this application will be used in the preliminary judging **and** by the Waco *Tribune-Herald* in a special section on all of the nominees.
- 7. Please include a **color photograph**, preferably a "head shot" such as a class picture or portrait. A jpg, gif or pdf file will work the best. (Group photos or action photos do not work well) If you have a really sharp camera phone, you can email it to <a href="Deborah.Whitley@Forvis.com">Deborah.Whitley@Forvis.com</a> but please be sure to put your name with it! This photograph will be used in the Waco *Tribune-Herald*, along with the other information in your application and your letter of recommendation.