

# CASSIE S. DOLLAR REHABILITATIVE SERVICE AWARD

## ALTRUSA DISTRICT THREE FOUNDATION, INC.

The Cassie S. Dollar Rehabilitative Service Award is a District Three Foundation Service Award, established by Altrusa International, Inc. of Atlanta, GA in 1999.

WHEREAS, the Altrusa International, Inc. of Atlanta, GA wanting to honor and celebrate member Cassie S. Dollar on the occasion of her 90th birthday and her 40 years as an Altrusan; and

WHEREAS, Cassie S. Dollar's professional life was spent in the rehabilitation industry making and fitting corrective supports for individuals with birth defects and medical problems; and

WHEREAS, Cassie S. Dollar exemplifies Mamie L. Bass's 2nd principle that "Altrusa is a search for the best in character, in business and in citizenship";

NOW, THEREFORE, BE IT RESOLVED that the members of the Altrusa International, Inc. of Atlanta, GA wanting to encourage each club's participation in rehabilitative services in their communities, establish the Cassie S. Dollar Rehabilitative Service Award.

**Objectives** (submitted projects must meet the following objectives):

- To encourage clubs in their service goals to assist individuals or a group of people who are in need of rehabilitative services to enhance their quality of life in a variety of ways.
- To encourage clubs to actively seek out needs in their community for this assistance.
- To encourage clubs to develop innovative approaches to meeting rehabilitative service needs in their community in the true spirit of altruism.

### **Projects eligible for consideration for this award**

Rehabilitative service projects are intended to enhance the quality of life for an individual. Following are examples but not limited to these specific projects that will be considered:

- Constructing a ramp to allow easier access in and out of a building
- Training, purchase, support of a service animal
- Assistive learning devices or programs for visually, hearing, neurological, social, or physical impairment or learning difficulties which could include computer software or equipment
- Assistive and self-help devices of a medical nature such as limb prostheses, orthotics or to help with activities of daily living

Projects that are primarily of an educational or training nature are ineligible under the rehabilitative service award.

### **Eligibility**

Each club in District Three is eligible each year to enter its annual Rehabilitative

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Services project, outlining its goals and activities for the calendar year just ended as long as the project: add a colon at the end of this sentence

- Has not been submitted for consideration for any other District Three Foundation Award at the same time and
- Conducted in its entirety during the 12-month period ended prior to the date of submission of entries for judging; or
- Completed on or before the date of submission of entries for judging; or
- Clubs with projects of an ongoing nature may submit those major activities conducted during the 12-month period ended prior to the date of submission of entries.

Projects that are primarily fund-raising projects or which generate funds for club use are NOT eligible to be entered. In addition, the project is no longer eligible for this award if the same project has received the first place award previously. This provision is not meant to exclude on-going projects, but is to encourage clubs to build on previous success by expanding their programs and offering new services.

### Presentation

At the discretion of the Altrusa District Three Foundation, Inc. Trustee receiving the award submissions, the award packet may be submitted electronically. If the packet is accepted electronically, please submit it as an attachment in either Word 97-2003 document or as an Adobe pdf file. When submitting electronically, only an original copy is necessary. Please follow all the remaining requirements for the award submission. Failure to do so will disqualify the entry. Electronic signatures with the title of all persons required to sign the document are accepted else type the name along with each title.

The entry is to be completed and assembled in the following manner:

- All entries are to be typed or legibly printed, double-spaced. The original entry must be submitted in a clear plastic binder with a sliding bar (any color) on the left hand side. Three copies are also to be submitted (with the word "COPY" typed or printed on them) and must be stapled individually and not placed in a binder. The first page should appear as follows:

Nomination for Altrusa District Three Foundation, Inc.  
Cassie S. Dollar Rehabilitative Service Award

For Calendar Year \_\_\_\_\_

Name of Club  
Address

Name of Project

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- The second page will be the Entry Form with all the required information – be sure to include the necessary signatures in the appropriate locations.
- The third page will be the narrative describing the service project. It must not exceed 500 words on one side only of plain white paper. In developing the narrative, clubs should refer to the judging criteria and the score sheet.
- The fourth page will be any pictures or articles you may have.
- The fifth page will be the Judging Criteria and Score Sheet.
- Clubs submit entries on or before **January 31<sup>st</sup>** of each year to the person specified by the District Three Foundation Board of Directors. Award submissions mailed to anyone other than the person identified on the Awards Criteria Letter will not be forwarded and will not be judged.
- Award entries that substantially deviate from the set criteria will not be judged.

### **Evaluation Committee**

The District Three Foundation Board of Directors serves as the Cassie S. Dollar Rehabilitative Service Award committee and appoints three (3) prominent members of the general public to serve as judges.

### **Awards**

The name of the winning entry will be kept confidential until the award is presented at the District Three Conference.

The first-place winner will receive a check in the amount of the interest earned on the principle of the Cassie S. Dollar Rehabilitative Service Award account each year, as of March 31<sup>st</sup>. This money is to be used by the Club to further their service projects.

### **Judging Criteria**

The judges may disqualify any entry for violating any rule of entry.

In evaluating entries, the judges will place primary importance on the narrative. Substantiating materials will be considered only in a supplementary perspective.

The amount of funds expended on an activity will not play a prominent role in selecting the award winners.

In selecting award winner, the judges will take into consideration the selection, development, implementation and evaluation of the service project. Questions are listed under the criteria to aid judges in evaluating the components of the service project. These questions are not all-inclusive, but are intended as a guide in applying the judging criteria. The clubs can use the judging criteria and score sheet as a guideline for action, from beginning to end, of the service project.

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Please type or print information.

Date: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Submitted by Altrusa International, Inc. of: \_\_\_\_\_

Club President: \_\_\_\_\_

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

\_\_\_\_\_

Number of members, as of the date of entry: \_\_\_\_\_

In 500 words or less, describe your project in the space provided, or use one side of a plain piece of 8.5 x 11 paper. Please double space. Refer to the judging criteria for guidelines on the information to include in your narrative. **Note: it is imperative that the signature of the President and Treasurer is at the end of the narrative.**

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### JUDGING CRITERIA AND SCORE SHEET

Altrusa International of: \_\_\_\_\_

#### SELECTION OF PROJECT

Maximum points 30

Points earned \_\_\_\_\_

Explanation of the procedure used to screen and select project. Be explicit in how you identified needs. Show criteria used for selection.

- How was the need for the project determined?
- Was this need being met by any other community group or agency?
- Did you work with another agency?
- What was the purpose of the project?
- What segment of the community was the project designed to help? What were the reasons for the choice of the project?
- How was the membership involved in the selection of the project?
- What provisions were made for the members to help carry out this project?

#### DEVELOPMENT AND IMPLEMENTATION OF PROJECT

Maximum points 40

Points earned \_\_\_\_\_

Description of the activities and efforts used to carry out the project.

- What resources and fund-raising were needed and used?
- How were club members involved?
- How was club informed of progress?
- How much financial assistance did the club provide?
- How many hours of personal service did club members contribute?
- How will award money be used to further this project?
- How was the community involved in the project?

#### EVALUATION OF PROJECT

Maximum points 30

Points earned \_\_\_\_\_

Explanation of the methods used to assess the project and the results.

- What criteria were used to evaluate project activity?
- Was the process designed to carry out the project effective?
- Were the original objectives of the project achieved?
- What was the estimated number of people who were helped by the project?
- What were the benefits to the community?
- What were the benefits to the club?
- What plans did the club make to continue the project?
- Did the community make any plans to continue the project?

100 Points Possible

Total Points Earned \_\_\_\_\_