

1. Purpose & Award-Year Scope

Recognizes the District 86 member who, during the program year of the award (July 1–June 30), demonstrates the strongest overall balance of results, leadership, service, contribution and impact. Activity is evidence, but activity volume alone does not determine the award.

The top three eligible, qualifying nominees will be announced as finalists. Only finalists will be notified in advance and should be prepared to receive the award at the Of the Year Awards event.

2. Eligibility

- Any District 86 member in good standing may be nominated; self-nomination is permitted.
- DD, PQD and CGD are not eligible to receive this award for the program year in which they serve in those roles.
- Of the Year Awards Evaluation Committee members are not eligible during their committee term.
- Area Directors and Division Directors are eligible.
- Only contributions made during the program year are evaluated.

3. Candidate Information

Candidate name:

Club / number:

Area:

Division:

Program year:

4. Three Most Meaningful Contributions

Provide three specific examples. For each, describe what the nominee did, the result or impact, and who or what can verify it.

Example 1

Contribution:

Result / impact:

Verifier / source:

Example 2

Contribution:

Result / impact:

Verifier / source:

Example 3

Contribution:

Result / impact:

Verifier / source:

5. Additional Evidence (Optional)

Use this only for material evidence not captured above. Do not provide a résumé or activity inventory.

Additional evidence / remarks:

6. Reference Letters (Optional)

No limit on letters submitted. Letters should provide specific, first-hand evidence from the award year. General endorsements are not useful. Reference-letter evidence is worth up to 5% of the final score.

Number submitted:

Notes / key firsthand evidence:

7. Nominator

Nominator name:

Relationship:

Email / contact:

Date submitted:

Nominator confirms that the information provided is accurate to the best of their knowledge and relates to the award year.

8. Verification — Independent Verifier

The District Director designates an independent verifier at their discretion. The verifier confirms factual claims and evidence but does not score or rank nominees. Verification may use District records and appropriate Area, Division, club or District contacts.

Claim 1 / evidence:

Status: ☐ Verified☐ Partially verified☐ Unable to verify

Comments/source:

Claim 2 / evidence:

Status: ☐ Verified☐ Partially verified☐ Unable to verify

Comments/source:

Claim 3 / evidence:

Status: ☐ Verified☐ Partially verified☐ Unable to verify

Comments/source:

Claim 4 / evidence:

Status: ☐ Verified☐ Partially verified☐ Unable to verify

Comments/source:

Claim 5 / evidence:

Status: ☐ Verified☐ Partially verified☐ Unable to verify

Comments/source: _____

Verifier name / role: _____

Date verified: _____

Overall verification comments: _____

9. Evaluation Committee — 100-Point Score

Score independently after verification. Judge the quality and significance of evidence, not simply the number of activities.

Criterion	Weight	Evaluator focus	Score
Results & Impact	30%	Meaningful results and positive change for members, clubs, Areas Divisions or District.	_____
Leadership & Service	20%	Leadership, initiative, reliability, service and helping others succeed	_____
Membership & Club Success	15%	Contribution to membership growth/retention and healthy, successful clubs.	_____
Education & Member Development	15%	Helping members learn, achieve goals and develop confidence/leadership.	_____
District Engagement & Collaboration	10%	Effective collaboration beyond the nominee's immediate club and contribution to District success.	_____
Initiative, Innovation & Overall Contribution	5%	Going beyond assigned responsibilities and creating meaningful improvements.	_____
Reference Letters / First-Hand Evidence	5%	Specific, credible first-hand evidence that reinforces contribution and impact.	_____
TOTAL	100%	Minimum qualifying score: 75/100	_____

10. Committee Governance

- Committee = chair (typically IPDD unless DD appoints another) + one representative from each Division who does not hold a current formal leadership role.
- Committee members disclose conflicts and recuse themselves when appropriate.
- Committee members are not eligible for this award during their committee term.
- Committee identifies the top three eligible nominees who meet 75/100 and selects the recipient from those finalists.
- If fewer than three nominees reach 75, only those who qualify may be finalists.

11. Committee Score Sheet

Evaluator name: _____

Nominee: _____

Independent total: _____

Rank: _____

Conflict disclosed? _____

Brief evaluation rationale: _____

12. Final Determination

Finalist ranking: _____

Recipient selected: _____

Committee chair: _____

Date: _____

This form is intentionally concise. Supporting records may be attached when they substantiate a material claim, but the process should not become an activity inventory.