**2014-2016 International Service Committee**

**ZONTA SERVICE RECOGNITION AWARDS**

**2014-2016**

The Zonta Service Recognition Awards were established to recognize outstanding service projects undertaken by Zonta clubs and districts which benefit women in the local community. Service projects can be those projects that empower women and girls in general to achieve equal rights and to secure their access to all legal, political, economic, educational, health and professional resources or those projects focusing on prevention of the root causes of violence against women and girls through education.

All district projects and all club service project finalists submitted by the Governors may be exhibited during the 2016 Zonta International Convention in Nice, France. A complete description of the Awards, eligibility criteria and the nomination process including the timing are given in the following sections.

1. **OBJECTIVES OF THE ZONTA SERVICE RECOGNITION AWARDS**

Guided by the pursuit of excellence in community service, the intentions of the Zonta Service Recognition Awards are:

* To give recognition to outstanding service projects undertaken by Zonta clubs or districts which benefit women or girls in the local community.
* To honor the clubs or districts for their outstanding performance in carrying out their service projects.
* To foster the exchange of ideas showcasing service projects of clubs or districts on the Zonta International website and at the Zonta International Convention in 2016.
* To draw up exemplars or models in service projects benefitting women or girls in the local community and giving visibility to Zonta International, hence, increasing the credibility of the organization.

1. **RULES AND REGULATIONS OF THE ZONTA SERVICE RECOGNITION AWARDS**
2. **DESCRIPTION OF THE AWARDS**
3. Name of the Awards  
   The outstanding community service awards are known as the Zonta Service Recognition Awards.
4. Sponsorship of the Awards  
   The Zonta International Service Committee receives, evaluates and recommends the awardees to receive the Recognition Award to the Zonta International Board. The final decision is taken by the Zonta International Board.
5. Number of Awards Given During the Biennium  
   The Zonta Service Recognition Awards will recognize six (6) of the most outstanding service projects sponsored by the clubs and up to three (3) sponsored by districts.
6. When the Awards are Given  
   The Zonta Service Recognition Awards will be given to deserving Zonta clubs and districts at the end of the biennium during the Zonta International Convention in July 2016 in Nice, France.
7. **ELIGIBILITY FOR THE AWARDS**

There will be two categories of projects to be considered for the Awards:

1. Service projects that **empower women and girls in general to achieve equal rights and to secure their access to all legal, political, economic, educational, health and professional resources**; and
2. Service projects focusing on **prevention of the root causes of violence against women and girls through education**.

These projects can be sponsored by Zonta clubs or districts.

Club service projects:

The awards may be given to projects sponsored by a Zonta club in good standing**. A Zonta club may nominate up to two (2) projects**, **one project in each category**. Projects may be new projects this biennium or may have commenced in the past and are still ongoing this biennium. They must take into account the benefits they have given to the women or girls in the local community and the visibility and credibility they have provided to Zonta**. The Club projects that won at previous Conventions cannot be resubmitted.**

District service projects:

The awards may be given to district sponsored projects implemented by clubs from the same district. **Each district may nominate one (1) project in either of the two categories**. The project may be a new project this biennium, or may have commenced in the past and is still ongoing this biennium. It must take into account the benefits it has given to the women and/or girls in the local community and the visibility and credibility it has provided to Zonta. **The District projects that won at previous Conventions cannot be resubmitted.**

**III. DISTRICT EVALUATING COMMITTEE**

The district evaluating committee will appraise submitted nominations for club service projects. The governors will appoint the district evaluating committee composed of three (3) members with the district service chairman as the chairman. The two (2) other members can be any Zontians from their respective district. The district evaluating committee will judge and select at most three (3) best club service projects, **at least one of them must be from the category of projects to prevent and fight violence against women and girls**.

The district evaluating committee will base its decision on the following criteria:

1. the benefit it has given to the women and/or girls in the local community;
2. the visibility and credibility to Zonta International created by the project; and
3. the sustainability of the project.

The decision of the district evaluating committee will be final and will not be subjected to changes or revisions. The chairman of the district evaluating committee will submit the district finalists to the governor.

District Finalists for the Club Service Projects

The governor submits the three (3) district finalist of the club service projects to the Zonta International Service Committee, by email to Zonta International Headquarters to [zontaservice@zonta.org](mailto:zontaservice@zonta.org) by **8 February 2016**.

**IV. FINAL EVALUATIONS ZONTA SERVICE RECOGNITION AWARDS**

Club service projects:

The Zonta International Service Committee will evaluate the best club service projects selected and submitted by districts, select the six (6) best projects **– at least two of them must be from the category of violence against women prevention projects –** and recommend to the Zonta International Board the ones to receive the Recognition Award. The final decision is taken by the Zonta International Board.

These projects will be the recipients of the Zonta Service Recognition Awards in their respective category. The six (6) sponsoring Zonta clubs of the winning projects will be recognized at the 2016 Zonta International Convention in Nice, France. The six (6) club Zonta Service Recognition Awardees will be posted on the Zonta International website. All club service project finalists submitted by the governors may be exhibited during the International Convention in Nice, France.

The recommendations of the Zonta International Service Committee approved by the Zonta International Board are final and will not be subjected to any revision.

District service projects:

The Zonta International Service Committee will evaluate the district service projects, select up to three (3) best projects and recommend to the Zonta International Board the ones to receive the Recognition Award. The final decision is taken by the Zonta International Board.

These projects will be the recipients of the district Zonta Service Recognition Awards. The sponsoring Zonta districts of the winning projects will be recognized at the 2016 Zonta International Convention in Nice, France. The district Zonta Service Recognition Awardees will be posted in the Zonta International website and in the social media. All district projects submitted may be exhibited during the International Convention in Nice, France.

The recommendations of the Zonta International Service Committee approved by the Zonta International Board are final and will not be subjected to any revision.

**V. NECESSARY DOCUMENTS**

**What are the necessary documents to be submitted when nominating a club or district project?**

Each project submitted for nomination must contain:

1. a **completed nomination form** for each project to be considered;
2. **one** digital image (**at least 300 dpi**) that shows the activity (Collage of pictures will not be accepted); and
3. a brief **200 word** explanation of the project.

**These documents must be sent by email**. The brief explanation of the project **must not exceed 200 words** and shall include the name of the club, district, place where the project is done, the date it started and for how long it will continue, who are the beneficiaries and what are the benefits women and/or girls get from the project. **The project must also mention the visibility it has given Zonta International**.

1. **TIMELINES FOR THE ZONTA SERVICE RECOGNITION AWARDS PROGRAM**

The search for the Zonta Service Recognition Awards gives credit to the impacts brought about by the projects in the current biennium.

The nomination of the project must be submitted by the following deadlines:

* Club service projects to the governor by emailby **29 December 2015.**
* Winning Club service projects judged by District Evaluating Committeemust be sent to the Zonta International Service Committee at Headquarters, by the governor, by email to [zontaservice@zonta.org](mailto:zontaservice@zonta.org) by **8 February 2016**.
* District projects, nominations must be sent directly to the Zonta International Service Committee at Headquarters, by email to [zontaservice@zonta.org](mailto:zontaservice@zonta.org) by **8 February 2016**.