



ARCHDIOCESE
OF
SAINT PAUL &
MINNEAPOLIS

ARCHDIOCESAN COUNCIL OF CATHOLIC WOMEN

January 5, 2024

Dear Women of this Archdiocese,

The Archdiocesan Council of Catholic Women (ACCW) honors four volunteers with the ACCW Lay Woman Volunteer Award each year at our annual convention. The awards will be presented this year during the convention April 19, 2024, at the Mary, Mother of the Church, Burnsville. We are seeking nominations for this award.

If you know a Catholic woman who has done outstanding volunteer work in the church and/or community, please consider nominating her. You may also nominate yourself. Any member of a group or organization affiliated with the ACCW may submit a form.

Enclosed are the rules, a questions form, and an entry blank. Please read the information carefully. You may send as many nominations as you like. Also consider re-nominating someone who may not have received the award in the past. Complete and comprehensive nominations are preferable. The forms are also available on our website www.accwarchspm.org, under the resources tab.

All nominations will be treated with confidentiality. The committee making selections will deal strictly with the number assigned and the nomination form - not with names. Please do not identify the nominee by name, nor her parish on the Nomination Form, only on the Entry Blank.

As leaders in your parishes and deaneries, we rely on you to make this a successful project. In visiting the different areas, I have met many deserving women who should be nominated as they have done many good works for their families, church, and community. What an honor it would be to receive this recognition!

Please mail submissions to the ACCW Office, 777 Forest St., St. Paul, MN 55106, or email to alliec@archspm.org. **All submissions must be postmarked by February 27, 2024.**

God Bless,

Doreen Hogan
ACCW President
2023-2025
Enclosures

777 Forest St.
St. Paul, MN 55106
(651) 291-4545

GUIDELINES FOR ACCW LAY WOMAN VOLUNTEER AWARD

The ACCW Lay Woman Volunteer Award honors an outstanding volunteer in the Archdiocese of St. Paul and Minneapolis.

The Award will be given to four lay women who have performed outstanding service. The purpose of this award is to highlight the many and varied areas in which women work as volunteers, the tremendous number of hours given to the work, and the impact of such work on the community.

It is the hope of the ACCW that any unknown works of voluntary service will be discovered and publicized and thus encourages additional women to serve in similar capacities.

RULES FOR NOMINATION

1. Any Catholic lay woman over 18 years of age may be nominated, with the exception of those on the Awards Committee, current ACCW Board members and previous winners.
2. Any member of a group or organization affiliated with the ACCW may make nominations.
3. The voluntary service must have been performed in the 12-county area of the Archdiocese. General time span and/or time spent in the services performed should be indicated.
4. List on the nomination form specific information on the projects for which the volunteer has been involved in.
5. Submit one nomination form and one entry blank for each nominee. (The enclosed forms may be duplicated).
6. Staple the **NOMINATION FORM** to the **ENTRY BLANK**.
7. **Do not identify the nominee by name on the NOMINATION FORM**, only on the Entry Blank.
8. **DEADLINE: No entries will be considered if postmarked after February 27, 2024**

PRESENTATION OF AWARDS:

The winners, their nominators and their Pastors will be notified by letter. Awards will be presented during the ACCW Convention April 19, 2024, at Mary, Mother of the Church, Burnsville, MN.

In the Convention Program Book, there will be ads available for purchase to recognize and congratulate the award winners. For more information, contact the ACCW Office 651-291-4545 or the ACCW website www.accwarchspm.org.

ENTRY BLANK – ACCW LAY WOMAN VOLUNTEER AWARD

DEADLINE: Entries will not be considered if postmarked after February 27, 2024

Mail completed ENTRY BLANK with Nomination form to: Award Committee/ACCW Office
777 Forest St.
St. Paul, MN 55106

Please be certain the nominee's name is spelled correctly!

I hereby nominate:

NAME _____
Last First Middle

ADDRESS: _____
Street City Zip Phone

DEANERY _____ PASTOR'S NAME _____

NOMINEE PARISH _____

PARISH ADDRESS _____
Street City Zip

- Any Catholic lay woman 18 years of age or over is eligible.
- Awards Committee and current ACCW Board members are **NOT** eligible.

DO NOT LIST NAME OF THE NOMINEE OR HER PARISH ON THE NOMINATION FORM!

SUBMITTED BY _____ DATE _____

YOUR ADDRESS _____
Street City Zip Phone

YOUR SIGNATURE: _____

DO NOT WRITE BELOW THIS LINE.

ACCW OFFICE USE ONLY: Date received: _____ 2024 Entry Number _____

ACCW LAY WOMAN VOLUNTEER AWARD

(Submit answers 3.A-D on a separate sheet of paper.)

1. Is the woman being recommended: 18 years or older?
Catholic and registered in a Parish in the Archdiocese?
A member of a paid affiliate of the ACCW?
How and what is her current involvement in CCW?

2. Why are you recommending this person?

3. How has this woman continued the mission of Christ? (Committee's scores will be recorded on these blanks.)

- A. In her family?** (Examples: education of her children in the faith, prayer & virtues; support in physical and spiritual needs; given elderly parent's material and moral support in old age and illness, etc.)
- B. In her church?** (Examples: parish committees, lector, song leader, choir member, Extraordinary Minister of Holy Communion, usher, religious education teacher, bible study leader and other church needs, etc.)
- C. In her community?** (Examples: bloodmobile, food shelf, crisis pregnancy center, school volunteer, hospital volunteer, dinners for shut-ins, county committees, etc.)
- D. In the Council of Catholic Women?** (Examples: commission or officer positions, specific projects or programs chaired or participated in, the number of years involved, attendance at CCW Parish, Region, Diocesan or National functions, etc.)

Total Score Note the number of points given for involvement in CCW! This is a CCW Award.

4. Your research into the person you recommend is important. **Please use a separate sheet of paper to answer questions 3 A – D. Limit it to one typed or handwritten sheet.**

5. Recommendations of more than one page will be returned to be redone and submitted. Be sure to number each answer. Judging is based on your characterizing written responses. Start early, write, read it over, rewrite if necessary. Share the recommendations with the other two nominating signatories. Let the committee know what a terrific woman your candidate is and how worthy she is of receiving this award.

6. **Please do not print anything that might give her identity away (name, parish, region, community).**