



## Howie Award Nomination Instructions

*Honoring the teachers, administrators, and staff of HPISD*

A grant is awarded each year in memory of Eileen and John Howie in celebration of their generous and dedicated volunteer work in this community. This financial award is given at Highland Park Opening Convocation to a teacher, administrator, or staff member who exemplifies the spirit of community service. The focus of this award is on involvement and commitment to HPISD schools, as well as service to the greater community.

**Nominations for this award may be made by a letter of nomination, as well as the following information:**

Nominator name and phone: \_\_\_\_\_

Candidate Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Current title: \_\_\_\_\_

Number of years in HPISD: \_\_\_\_\_

Please list areas of community service including number of years involved in each and approximate amount of time dedicated per year to each project. The selection committee will be looking at involvement and commitment to community service, not at the number of organizations of which an individual participates.

Organization Name	No. of years involved	Offices / Leadership positions held	No. of hours served each year

Please submit nominations to Lauren Holloway via e-mail at [lauren.holloway@hpef.org](mailto:lauren.holloway@hpef.org), or by mail to the Highland Park Education Foundation at 4201 Grassmere Lane, Dallas, TX 75205. For questions please call 214-780-4060