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# **Asbell Award Nomination Cover Letter**

To nominate an individual in 9th-12th grade for the JCF’s Asbell Award, please be sure to complete the following information and submit online at [www.jcfsnj.org/leaders](http://www.jcfsnj.org/leaders) no later than **Fri., March 14, 2025 at 4:00 PM:**

1. Cover letter with your contact information and your nominee’s contact information (below)
2. A letter of recommendation on organization letterhead (please see guidelines at bottom)
3. (Optional) Bio/resume of the candidate you are nominating

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| **Your Information (as the Award Nominator)** | |
| **Name of Nominator (First & Last)** |  |
| **Organization** |  |
| **Job Title** |  |
| **Email Address** |  |
| **Address** |  |
| **City/State/Zip** |  |
| **Phone** |  |

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| --- | --- |
| **Information for Award Nominee** | |
| **Name of Nominee (First & Last)** |  |
| **Email Address** |  |
| **Address** |  |
| **City/State/Zip** |  |
| **Phone** |  |

**Nomination Award Recommendation Letter Information**

To nominate an individual for the Asbell Award, please submit a Recommendation Letter on organization letterhead.

If needed, you may also include a separate bio to list the candidate’s activities, volunteer and community service, leadership accomplishments, etc.

For any questions or concerns, please contact Mike Staff at 856-673-2528 or infojcf@jfedsnj.org or visit www.jcfsnj.org/leaders.

Your recommendation letter, which should not exceed two (2) pages, should outline the following about your nominee:

* Briefly discuss this candidate’s involvement with your organization.
* What makes this candidate deserving of receiving an award to fund either attendance at youth group activities, conferences, or summer camp, or a trip to Israel?
* What expenses do you anticipate your candidate incurring that the Asbell Award may defray?
* What outcome do you anticipate the candidate will have by participating in the above-mentioned programming?