



# EXCHANGE

GEORGIA DISTRICT EXCHANGE CLUBS

**#ExchangeFitsCommunities**

## Georgia District Exchange Clubs

### 2022.2023

### Awards Book



District Awards Chair:

Loy Griffin Addison

2805 Willcox Court

Albany, Georgia 31721

[Loy.addison@gmail.com](mailto:Loy.addison@gmail.com)

TO: Club Presidents and Clubs Awards Program Chairperson

This is your Georgia District Exchange Clubs **AWARDS BOOK**. Let me encourage you to share the success and recognition your club members deserve for their hard work during the year by participating in the various categories of awards. It's great to go to the District Convention and hear your Club's name called for being recognized as the best.

**Chairperson of Awards Committee:** This person should familiarize themselves with the Awards Book, both National and District. There are deadline dates that must be met in order to qualify for the various awards. Please note the deadline dates for both the National Awards and the Georgia District Awards. Your District Awards package must be in the hands of the District Chairperson on **May 15, 2023**, not just Post Marked, to be considered. No exception because of the short time frame involved. **Please keep a copy for your files.**

**Remember when asked for to add a narrative, elaborate when possible. Many times, this can determine the outcome of the award winners.**

To document that your club has completed the project that you are submitting, a copy of the report off the National website must be attached to the application. National will mail you the respective patches earned for display on your National Service Awards banner. Display your Banner proudly so your members can see their accomplishments. Visitors attending your Club meetings will see that you are an active club in the community.

Below is my contact information and mailing address. If you have any questions regarding your Georgia District Awards program, please contact me. Let's celebrate a great year in Exchange, especially, the Georgia District Exchange Clubs under the leadership of **District President J.P. Cooper**, a member of **National President David Johnson's** team.

Yours in Exchange,

*Loy G Addison*

Loy Addison  
Georgia District Awards Chairperson  
2805 Willcox Court  
Albany, Georgia 31721  
229-881-1243 (C)  
Loy.addison@gmail.com

**Approved by Georgia District Board of Directors: July 30, 2023.**

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## **AWARDS PROGRAM**

### **SCOPE OF PROGRAM –**

Through friendly competition:

To provide a broad spectrum of activities and services for competition that will challenge Club Officers and Directors,

To describe the awards presented by the Georgia District Exchange Clubs in an effort to encourage local Exchange Clubs to obtain the fullest benefits from the concept of Club operations,

To prescribe the rules for competition and the criteria used in judging the awards,

To challenge and stimulate Club members to promote the objectives of Exchange through participation in its programs of service, achieving top recognition in the competition as worthy of special honor and merit.

To expand the ideas and objectives of Exchange throughout the community and the state.

### **ELIGIBILITY –**

To participate in the Awards Program, **Clubs MUST HAVE both National and District dues paid through May 15, of the current Awards year. (Date of judging awards— )**. Exchange Clubs, regardless of size (except where otherwise noted), are eligible to enter. The Official Exchange Club Competition Entry Forms, along with required materials by each category (i.e., copies of your Application Form, National Confirmation for supporting documentation for each category) must be sent to the District Awards Chairperson no later than May 15, 2023. NO EXCEPTIONS WILL BE ALLOWED. (Best Club Bulletin Award Entries must be received no later than April 15, 2023). The Period of competition for Club Bulletins remains the same – **April 2022 through March, 2023.**

**PERIOD OF COMPETITION –** The period of competition is **May 16, 2022 through May 15, 2023.**

**JUDGING** - It is the responsibility of the District Awards Chairman to make sure all judges completely understand all rules and regulations pertaining to judging the entries. As far as possible, the judges will be Exchange Club members from each Division of the District. Strict adherence to all rules and regulations must be followed in ascertaining winners in each category. If there is any question in the minds of the committee or judges in selecting a winner, the question must be submitted to the Awards Chairman for referral to a review board composed of at least three members of the Georgia District Board of Directors for a decision.

**AWARDS** - Plaques will be awarded to large, medium and small clubs in each category unless otherwise *indicated*. Patches will be awarded to all participants. A rule change is not permitted by the club. The Georgia District Board of Directors must approve all rule changes.

**SMALL CLUB** – A club with 29 or less members. \*

**MEDIUM CLUB** – A club with between 30 and 74 members. \*

**LARGE CLUB** – A club with 75 or more members. \*

**\*All membership numbers and awards will be based on membership numbers as of July 1, 2022. New clubs will be based on membership numbers as of Charter date.**

**Important dates:**

**April 15** – Club Bulletin – **Loy Addison**, Awards Chairperson

**April 15** – Youth of the Year Award – Robert Lindsey, Chairperson

**April 15** – A.C.E. Award – Ginger Larrabee, Chairperson

**May 15** – Volunteer of the Year Award – **Loy Addison**, Awards Chairperson

**May 15** – National Exchange Club Member of the Year – **Loy Addison**, Awards Chairperson

**May 15** – All Other District Awards – **Loy Addison**, Awards Chairperson

Judging District Awards (location TBA)

Other National Deadline Dates: Refer to the **CLUB LEADERS' MONTHLY PLANNER**- Award Section

## **GEORGIA DISTRICT EXCHANGE CLUB AWARDS**

**ED SMILEY EXCHANGE CLUB OF THE YEAR** – This award will be presented to Club having the highest number of points earned as set forth on the Application Form.

**CHARLIE FOSTER EXCHANGE CLUB MEMBER OF THE YEAR** – This award will be presented to an individual having the highest number of points earned as set forth on the Application Form. Current National Board of Directors are not eligible for this award.

**MILLARD A. BECKUM OUTSTANDING CLUB PRESIDENT** – This award will be presented to a Club President who qualifies and earns the highest number of points as set forth on the Application Form.

**LYMAN J. WALKER OUTSTANDING CLUB SECRETARY** – This award will be presented to a club secretary who qualifies and earns the most points as set forth on the Application Form.

**ELLIE ROYAL OUTSTANDING CLUB TREASURER** – This award will be presented to the Club Treasurer who qualifies and earns the most points as set forth on the Application form.

**AUGUSTUS “GUS” PARKER COMMUNITY SERVICE AWARD** – This award is presented to the club that is judged to have served its community best with one particular project. Only one entry per Club is eligible. National Exchange Club’s Form Confirmation must be included with entry to be eligible as well as a Narrative Statement describing the project as per the established criteria. Judging will be done on a point system as set forth on the Application Form. No one particular Community Service Project is eligible to win more than once every three years.

**LISA GLISSON BEST FUND-RAISING PROJECT** – This award will be presented to the Club with the best fund-raising project. Entries will be judged in accordance with the criteria as set forth on the score sheet. A maximum of two entries per club will be allowed for competition. Do not include more than one project on each activity report. No one particular fund-raising project is eligible to win more than once every three years.

**HAROLD N. MCMILLAN CLUB HISTORY BOOK** – First place will be awarded to clubs presenting the best club history book using the criteria on the history book form enclosed. **Clubs wishing to compete must submit their application to the District Awards Chairperson no later than May 15, 2023. Clubs will deliver their history book to the District Awards Chairperson Thursday night of the district convention for judging.**

**LEONARD C. GRACE BEST CLUB BULLETIN** – First place award will be presented to clubs for the best Club bulletin award. Clubs wishing to compete must e-mail three (3) separate issues (no more than 1 separate issue of any month) of their bulletins to the District Awards Chairman no later than **APRIL 15, 2023.**

**WANDA J. WHITTEN VOLUNTEER OF THE YEAR AWARD** - The award is designed to recognize an outstanding Exchange club member who is active in the organization through participation in recruitment/new club building efforts, club/district leadership positions, major club or district committees, projects or fundraisers. The award also seeks to recognize individuals who roll up their sleeves to volunteer and have a positive attitude.

**BILL BANKS INCREASED MEMBERSHIP AWARD** – One award will be presented in this category for the highest net increase in membership. Computations will be determined from the National Membership report using the following formula: (MEMBERSHIP ON MAY 15 LESS MEMBERSHIP AT BEGINNING OF YEAR = NET INCREASE). MINIMUM OF + SIX (6) MEMBERS TO COMPETE. Patches will be given only to those clubs that have a membership increase of six (6) or more.

## **SPECIAL AWARDS**

**OUTSTANDING DISTRICT DIRECTOR** – Presented to the District Director for outstanding service during the current year of service. Selection is made and presented by the District President.

**YOUTH-OF-THE-YEAR** – This award is presented to a young person judged to be the most outstanding achiever in school activities, community service activities, academics, special achievements, etc., in the District as set forth by the National Exchange Club's Youth-of-the-Year Program criteria. A special entry form for Youth-of-the-Year must be sent to the District YOY Chairperson.

For more information, contact:

**Robert E. Lindsey**

1292 Hubbard Road

Columbus, GA 31904-1302.

Phone: 706-324-1025

Email: [iluvallmycats@aol.com](mailto:iluvallmycats@aol.com)

**A.C.E. AWARD (Accepting the Challenge of Excellence)** - Recognizes high school seniors who have made a dramatic change in their attitude and performance while in school. These students have overcome great physical, emotional or social obstacles.

For more information, contact:

**Ginger Larrabee**

22830 Hwy 80 E

Statesboro, GA 30461

Cell: 912-237-2512

Email: [encourageace@gmail.com](mailto:encourageace@gmail.com)

**In order to document that your club has completed the project(s) that you are submitting, a copy of the Programs of Service (POS) report that is found in the Member Resources section of the National website must be attached to the application.**

## **EXCHANGE CLUB COMPETITION ENTRY FORM**

The Exchange Club of \_\_\_\_\_ wishes to compete with other Clubs in the District for awards in the following categories. Club's Representative and/or Awards

Chairperson: \_\_\_\_\_ Email \_\_\_\_\_

Category: small \_\_\_\_\_ medium \_\_\_\_\_ large \_\_\_\_\_

**(Small Club—29 or less members) (Medium Club—30 to 74 members) (Large Club—75 or more members)**

<b>Award #</b>	<b>Category</b>	<b>Page(s)</b>	<b>Check</b>
1	ED SMILEY EXCHANGE CLUB OF THE YEAR	8 -11	[_____]
2	CHARLIE FOSTER EXCHANGE CLUB MEMBER OF THE YEAR	12 - 13	[_____]
3	MILLARD A. BECKUM OUTSTANDING CLUB PRESIDENT	14 - 15	[_____]
4	LYMAN J. WALKER OUTSTANDING CLUB SECRETARY	16	[_____]
5	ELLIE ROYAL OUTSTANDING CLUB TREASURER AWARD	17	[_____]
6	AUGUSTUS "GUS" PARKER COMMUNITY SERVICE AWARD	18	[_____]
7	LISA GLISSON BEST FUND-RAISING EVENT	19	[_____]
8	HAROLD N. MCMILLAN CLUB HISTORY BOOK	20	[_____]
9	LEONARD C. GRACE BEST CLUB BULLETIN	21	[_____]
10	WANDA WHITTEN VOLUNTEER OF THE YEAR	22	[_____]
11*	BILL BANKS INCREASED MEMBERSHIP AWARD	----	XXXXX

**\*\*\*\*\*PLEASE ONLY SUBMIT ONE COPY OF THIS FORM WITH YOUR AWARDS PACKAGE**

## ED SMILEY EXCHANGE CLUB OF THE YEAR AWARD

EXCHANGE CLUB OF \_\_\_\_\_

This score sheet is to be used in determining the points earned by Clubs competing for the **Ed Smiley Club of the Year Award**. Entries must be completed, certified by a Club Officer and in the hands of the District Awards Chairman no later than **May 15, 2023, no exceptions**. Clubs who submit an application form should fill in the points claimed for each activity. **The Judges will verify each activity and the totals based on your supporting documentation from National.**

**In order for this application to be judged, the current President, Secretary, and Treasurer MUST have successfully completed the Exchange University course for their offices. Copies of the certificates must be attached.**

SIGNATURE OF CLUB OFFICER \_\_\_\_\_ OFFICE \_\_\_\_\_

ITEM	POINTS	CRITERIA FOR JUDGING COMMUNITY SERVICE ACTIVITIES	TOTAL POINTS
1	20	BOOK OF GOLDEN DEEDS	
2	20	CRIME PREVENTION PROGRAM	
	10 each for	Each additional activity listed below - 50 POINTS MAX	
	a max of		
	50 points		
3	20	FIRE PREVENTION PROGRAM	
	10 each for	Each additional activity listed below – 50 POINTS MAX	
	a max of		
	50 points		
4	10	SERVICE TO SENIORS	
5	10	RAMILY DAYS	
6	10	OPERATION IDENTIFICATION	
7	10 each for	Other Community Service Programs - 50 POINTS MAX	
	a max of		
	50 points		
		AMERICANISM ACTIVITIES	
8		FREEDOM SHRINE (New Dedication)	
	25 each	FREEDOM SHRINE (Co-sponsored)	
	15 each	FREEDOM SHRINE (Rededication)	
	10 each		

Points Subtotal \_\_\_\_\_



ITEM	POINTS	CRITERIA FOR JUDGING COMMUNITY SERVICE ACTIVITIES	TOTAL POINTS
9	20	GIVEAKIDAFLAGTOWAVE	
	10 each for	Each additional activity listed below – 50 POINTS MAX	
	a max of		
	50 points		
10	20	ONE NATION UNDER GOD	
	10 each for	Each additional activity listed below – 50 points MAX	
	a max of		
	50 points		
11	20	PROUDLY WE HAIL	
12	20	GET OUT THE VOTE	
13	20	MILESTONES OF FREEDOM	
14	10 each for	Other Americanism Service Programs – 50 POINTS MAX	
	a max of		
	50 points		
		YOUTH PROGRAMS	
15	20	YOUTH OF THE MONTH/YEAR	
16	20	YOUNG CITIZENSHIP AWARD	
17	20	A.C.E.AWARD	
18	20	SUNSHINE SPECIAL	
19	10 each for	Other Youth activities – 50 POINTS MAX	
	a max of		
	50 points		

ITEM	POINTS	CRITERIA FOR JUDGING COMMUNITY SERVICE ACTIVITIES	TOTAL POINTS
		<b>PREVENTION OF CHILD ABUSE PROGRAMS</b>	
<b>20</b>	<b>20</b>	<b>EXCHANGE CLUB CENTER-RELATED ACTIVITY</b>	
	<b>10 each for</b>	<b>Each additional activity listed below – 50 points MAX</b>	
	<b>a max of</b>		
	<b>50 points</b>		
<b>21</b>	<b>20</b>	<b>NON-CENTER RELATED ACTIVITY</b>	
	<b>10 each for</b>	<b>Each additional activity listed below – 50 points MAX</b>	
	<b>a max of</b>		
	<b>50 points</b>		
<b>22</b>	<b>20</b>	<b>EXCHANGE STRONG CLUB GIVING CAMPAIGN</b>	
<b>23</b>	<b>10 each for</b>	<b>Other Prevention of Child Abuse Activities – 50 POINTS MAX</b>	
	<b>a max of</b>		
	<b>50 points</b>		
		<b>NEW CLUB BUILDING</b>	
<b>24</b>	<b>125</b>	<b>New 25-Member Chartered Club built (List location and POM date)</b>	
	<b>100</b>	<b>New 20-Member Chartered Club built (List location and POM date)</b>	
	<b>5 each</b>	<b>5 each for each charter member above the minimum levels 20 or 25.</b>	
		<b>Location: POM date:</b>	
		<b>Location: POM date:</b>	
<b>25</b>	<b>125</b>	<b>Co-sponsored New 25-Member Club built (list location and POM date)</b>	
	<b>100</b>	<b>Co-sponsored New 20-Member Club built (list location and POM date)</b>	
	<b>5 each</b>	<b>5 each for each charter member above the minimum levels 20 or 25.</b>	
		<b>Location: POM date:</b>	
		<b>Location: POM date:</b>	
<b>26</b>	<b>1 each</b>	<b>For each member added via Operation Turnaround</b>	
		<b>Location:</b>	

Points Subtotal \_\_\_\_\_

ITEM	POINTS	CRITERIA FOR JUDGING COMMUNITY SERVICE ACTIVITIES	TOTAL POINTS
		<b>CLUB MEMBERSHIP GROWTH</b>	
		<b>May 15, 2023 minus July 1, 2022</b> as reported by the National Exchange Club Report – NO EXCEPTIONS	
27	3 each	NET INCREASE/DECREASE IN CLUB MEMBERSHIP [+/- ____ X3] =	
		<b>LOCAL CLUB ATTENDANCE</b> As submitted by Secretary – Average from <b>July 1, 2022 – May 15, 2023</b> – NO EXCEPTIONS	
28	20	75% and over	
	10	51% to 74%	
	5	26% to 50%	
	0	Under 26%	
		<b>DISTRICT AND NATIONAL CONVENTION ATTENDANCE</b>	
29	10	1 DELEGATE to last year's District Convention	
	10 for a max of 40	EACH ADDITIONAL DELEGATE – 40 POINTS MAX	
30		Registered members, <u>other than</u> Delegates at last year's District Convention	
	1	Each member outside 25-mile radius	
	½	Each member inside 25-mile radius	
31	20 for a max of 100	Registered members, <u>including</u> Delegates present at last year's National Convention – 100 POINTS MAX	
		<b>CLUB ENTERING THE FOLLOWING COMPETITION CATEGORIES</b>	
32	20	EXCHANGE CLUB MEMBER OF THE YEAR NAME:	
33	20	CLUB PRESIDENT OF THE YEAR NAME:	
34	20	CLUB SECRETARY OF THE YEAR NAME:	
35	20	CLUB TREASURER OF THE YEAR NAME:	
36	20	FUNDRAISING PROJECT(S)	
	10 points max	One additional project with a minimum of \$100 raised	
37	20	CLUB HISTORY BOOK entered in current competition	
38	20	VOLUNTEER OF THE YEAR	
		<b>PUBLICATION OF CLUB BULLETIN</b>	
39	20 points max	CLUB BULLETIN PUBLISHED FOR EACH MEETING – 20 POINTS MAX	

GRAND TOTAL POINTS \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

**CHARLIE FOSTER EXCHANGE CLUB MEMBER OF THE YEAR**  
**AWARD APPLICATION**

EXCHANGE CLUB OF \_\_\_\_\_

CLUB'S NOMINEE: \_\_\_\_\_

This score sheet is to be used in computing the points earned during the period **July 1, 2022 through May 15, 2023** by individuals competing for the **Charlie Foster Exchange Club Member of the Year Award**. It must be completed and submitted to the District Awards Chairman no later than **May 15, 2023**.

(Only one application from the district will be sent to National for competition.)

SIGNATURE OF CLUB OFFICER \_\_\_\_\_ OFFICE \_\_\_\_\_

- |  |               |       |
|--|---------------|-------|
| 1. Build a new club as a sponsor or co-sponsor<br><i>List new club name:</i>   | 8 points      | _____ |
| 1b. Mentoring a new Exchange Club<br><i>List club names:</i>   | 8 points      | _____ |
|  |               |       |
| 2. Membership  |               |       |
| a. Sponsored one new member  | 1 point       |       |
| b. Sponsored three new members   | 3 points      | _____ |
| c. Each new member sponsored over 3<br>(4 points MAX)  | 1 point each  | _____ |
|  |               |       |
| 3. Served as: (Select two)   |               |       |
| a. Club President - Secretary - Treasurer - Bulletin Editor - Chair<br>Major Fundraiser - Program Chair - functioning Publicity<br>Chair<br>(Must document) (4 points MAX)   |               |       |
|  | 2 points each | _____ |
| Served as: (select two)  |               |       |
| b. Club Board Member<br>Chair of Major Committee<br>List Committees:<br>_____<br>_____   |               |       |
|  |               |       |
|  |               |       |
| (Must document) (2 points MAX)   |               |       |
|  |               |       |
| Select two.  |               |       |
| c. Working Club President Elect – Immediate Past President –<br>Member playing major role on major committee –<br>Club Photographer – House Chair – Prepared Meeting Room –<br>Custodian<br>(Must document) (2 points MAX) | 1 point each  | _____ |

4. Served as: (circle one)		
a. District President - Secretary - Treasurer - President-Elect	3 points	_____
b. District Board Member (Must be recommended by District President)	2 points	
b. District Committee Chair (Must be recommended by District President)	1 point	_____
c. District President of a district with positive growth	4 points	_____
5. Up to 4 points may be awarded for items not listed above at the discretion of the judges ( Please describe/explain)	1 point each	_____
_____		
_____		
_____		
6. Convention attendance during 2-year window (4 points maximum) List conventions attended.	1 point each	_____
District Convention	_____	_____
	Date	Location
District Convention	_____	_____
	Date	Location
National Convention	_____	_____
	Date	Location
National Convention	_____	_____
	Date	Location
		<b>Total Score</b> _____

**NARRATIVE** (Maximum 1,200 Words)

Points: To be determined by judge. Maximum of 50 points

**\*Points from the narrative will be included in the final score.**

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

# MILLARD A. BECKUM OUTSTANDING CLUB PRESIDENT AWARD APPLICATION

EXCHANGE CLUB \_\_\_\_\_  
 CLUB PRESIDENT'S NAME \_\_\_\_\_

Dates: **July 1, 2022 through May 15, 2023**. Score sheet with supporting documentation from National must be received by awards chair **no later than May 15, 2023**. **Attach a one-page narrative why your club feels this person should be named the Outstanding Club President.**

Score sheet and attachments are certified correct: \_\_\_\_\_  
 (Signature – Club Secretary)

**ENTRIES NOT COMPLYING WITH THESE MINIMUM REQUIREMENTS MUST BE DISQUALIFIED:**

**\*Applicant must be nominated by his/her Club's Board of Directors.... Attach a copy of the resolution approving.**

**\*Must have conducted a Club President's Program Development Meeting by **June 30, 2022** and reported on the proper form to the National Exchange Club by **July 15, 2023** (**Copy of the PDM report must be attached with this application form**).**

**\* Must have completed Exchange University for President.** (Unless successfully completed in prior two years and maintain the office/position for two consecutive years.) **A copy of the certificate from National stating that this has been completed must be attached.**

<u>ITEM</u>	<u>POINTS</u>	<u>CRITERIA FOR JUDGING</u>	<u>TOTAL POINTS</u>
1.	5	<b>WHILE SERVING AS CLUB PRESIDENT, the NOMINEE</b>	[ ]
		presided over at least 11 regular Board Meetings	
2.		<b>ATTENDANCE AT CLUB MEETINGS:</b>	
		<b>Club Meeting Weekly</b>	
	5	0-2 Absences	
	3	3-4 Absences	
	1	5-6 Absences	[ ]
		<b>Club Meeting Twice a Month</b>	
		1 Absence	
		2 Absence	
		3 Absences	
3.	5	Assigned each member in his/her Club to at least one Committee.	[ ]
4.	3 ea.	Each new member sponsored. ( <b>Attach names and dates joined</b> ).	[ ]
5.	5	Attended 2022 GEORGIA DISTRICT CONVENTION	[ ]
6.	5	Attended 2022 NATIONAL EXCHANGE CLUB CONVENTION	[ ]
		<b>WHILE SERVING AS CLUB PRESIDENT, CLUB HAS:</b>	
7.	10 max.	Presented or re-dedicated a Freedom Shrine	[ ]
8.	10 max.	Sponsored a Crime Prevention Program	[ ]
9.	10 max.	Sponsored at least one of the following	
		Community Service Projects:	[ ]
		Book of Golden Deeds	
		Fire Prevention	
		Service to Seniors	
		Operation Identification	
		Family Days	
		Other Community Service Programs	

<u>ITEM</u>	<u>POINTS</u>	<u>BASIS FOR JUDGING</u>	<u>TOTAL POINTS</u>
10.	10 MAX	Sponsored at least one of the following Americanism Projects: GIVEAKIDAFLAGTOWAVE One Nation Under God Proudly We Hail Get Out the Vote Milestones of Freedom Other Americanism Projects	[_____]
11.	10 MAX.	Sponsored at least one of the following Youth Programs: Youth of the Month/Year Young Citizenship Award A.C.E. Award Excel Club Sunshine Special Youth Talent Other Youth Projects	[_____]
12.	10 MAX	Sponsored at least one of the following CAP Projects: Exchange Club Center-related activity Non-center-related activity Exchange Strong Club Giving Campaign Other Child Abuse Prevention Projects	[_____]
13.	25 each	Club sponsored or co-sponsored a new Club (List location(s) and POM date): Location _____ POM _____	[_____]
14.	-3 ea.	Club had <b>net loss</b> of ____members, July 1, 2022 through May 15, 2023 as provided by National Exchange Club (If net is -4, subtract - 12 points	[_____]
		<b>OR</b>	
	+3 ea.	Club had <b>net gain</b> of ____members, July 1, 2022 through May 15, 2023 as provided by National Exchange Club. (If net is +4, add +12 points).	[_____]
15.	10 points	Earns National Service Award.	[_____]
		<b>SUB-TOTAL POINTS (Before the Narrative Score)</b>	[_____]

16. 1-25\*\* **NARRATIVE STATEMENT (Exchange Club Activity Only)**  
**\*\*Points assigned by judges. (Judges' score for narrative is used only in case of a tie)**

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

## LYMAN J. WALKER OUTSTANDING CLUB SECRETARY AWARD APPLICATION

EXCHANGE CLUB OF: \_\_\_\_\_

CLUB SECRETARY NOMINEE \_\_\_\_\_

**ENTRIES NOT COMPLYING WITH THESE MINIMUM REQUIREMENTS MUST BE DISQUALIFIED:**

\* Nominee's Club must meet at least twice a month.

\* Nominee's Club Board of Directors must meet at least once a month.

\* **Must have completed Exchange University for Secretary.** (Unless successfully completed in prior two years and maintain the office/position for two consecutive years.) **A copy of the certificate from National stating that this has been completed must be attached.**

Club President's Signature: \_\_\_\_\_

ITEM	POINTS	CRITERIA FOR JUDGING	TOTAL POINTS
1.	5	WHILE SERVING AS CLUB SECRETARY, the NOMINEE must have attended at least 11 regular Board Meetings	[ ]
2.		<b>ATTENDANCE AT CLUB MEETINGS:</b>	
		<b>Club Meeting Weekly</b>	<b>Club Meeting Twice a Month</b>
	5	0-2 Absences	1 Absence
	3	3-4 Absences	2 Absence
	1	5-6 Absences	3 Absences
3.	5	Attendance at 2022 District Convention	[ ]
4.	5	Attendance at 2022 National Convention	[ ]
5.	1 ea.	List other special duties or positions held in the club during the administrative year	
		_____	
		_____	
		_____	
		(6 points MAX)	[ ]
6.	3 ea.	NEW MEMBERS SPONSORED in his/her Club (July 1, 2022 to May 15, 2023). New members of a sponsored new club are not allowed. Attach a list of members and dates joined. (15 points MAX)	[ ]
7.	10	Reported to National names and addresses of new officers by April 30.	[ ]
		TOTAL POINTS	[ ]

8. 1-25\*\* **NARRATIVE STATEMENT (Exchange Club Activity Only).**  
\*\* Points assigned by Judges (Judges' score for narrative is used only in case of tie.)

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_



## ELLIE ROYAL OUTSTANDING CLUB TREASURER AWARD APPLICATION

EXCHANGE CLUB OF \_\_\_\_\_

CLUB TREASURER NOMINEE \_\_\_\_\_

**ENTRIES NOT COMPLYING WITH THESE MINIMUM REQUIREMENTS MUST BE DISQUALIFIED:**

\* Nominee's club must meet at least twice a month.

\* Nominee's club Board of Directors must meet at least once a month.

\* **Must have completed Exchange University for Treasurer.** (Unless successfully completed in prior two years and maintain the office/position for two consecutive years.) **A copy of the certificate from National stating that this has been completed must be attached.**

Club President's Signature: \_\_\_\_\_

<u>ITEM</u>	<u>POINTS</u>	<u>CRITERIA FOR JUDGING</u>	<u>TOTAL</u>
1.	5	WHILE SERVING AS CLUB TREASURER, the NOMINEE must have attended at least 11 regular Board Meetings	[ ]
2.		<b>ATTENDANCE AT CLUB MEETINGS:</b>	
		<b>Club Meeting Weekly                      Club Meeting Twice a Month</b>	
	5	0-2 Absences                                      1 Absence	
	3	3-4 Absences                                      2 Absence	
	1	5-6 Absences                                      3 Absences	[ ]
3.	5	ATTENDANCE AT 2022 NATIONAL CONVENTION	[ _ ]
4.	5	ATTENDANCE AT 2022 DISTRICT CONVENTION	[ _ ]
5.	1 ea.	<b>RECORD KEEPING</b> (Check below) <b>(7 points MAX)</b>	[ ]
		____ Appropriate accounting system.	
		____ File IRS Form 990 or 990N (e-postcard) by November 15, 2022	
		____ Prepare formal annual budget.	
		____ Maintain separate account for OPERATING & PROJECT accounts.	
		____ Maintain & keep accounts current with District & National.	
		____ Performed audit	
		____ Maintain current club bond.	
6.	3 ea.	<b>NEW MEMBERS SPONSORED</b> in his/her Club. (July 1, 2022 to May 15, 2023). New members of a sponsored new club are not allowed. <b>Attach a list of members and dates joined. (15 points MAX)</b> .	[ ]
		<b>TOTAL POINTS</b>	[ ]

7. 1-25\*\* NARRATIVE STATEMENT (Exchange Club Activity ONLY)  
 \*\*Points assigned by Judges (Judges' score for narrative is used only in case of a tie).

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

## AUGUSTUS "GUS" PARKER COMMUNITY SERVICE AWARD APPLICATION

EXCHANGE CLUB OF \_\_\_\_\_

PROJECT NAME \_\_\_\_\_

This score sheet is to be used in computing points earned by a Club competing for the Augustus "Gus" Parker Community Service Award. Each Judge will record their evaluation for the project on this form. The scores will then be averaged. The Club having the highest averaged point total will be declared the winner.

**Attach to this application form: Your supporting documentation from National, as well as, a Narrative Statement describing the Project using the Criteria listed below. ONLY ONE ENTRY MAY BE SUBMITTED FROM EACH CLUB. NO ONE PARTICULAR PROJECT IS ELIGIBLE TO WIN MORE THAN ONCE EVERY THREE (3) YEARS.**

<u>ITEM</u>	<u>POINTS</u>	<u>CRITERIA FOR JUDGING</u>	<u>TOTAL POINTS</u>
1.	5-10	<b><u>PURPOSE AND SCOPE</u></b> How well was the purpose and scope of this project explained in the Activities Report?	[_____]
2.	20-60	<b><u>EVALUATION:</u></b> How well was the project evaluated in terms of: a. Benefits to the Community and to the Club. b. How the project furthered the principles and ideals of Exchange in the Community and the Club. c. Was the Club the prime sponsor or just one of the participants in this project? d. What percent of the Club's total membership was involved in this project?	[_____]
3.	20-60	<b><u>DESCRIPTION:</u></b> How well was the project described in terms of: a. Necessary pre-planning work and activities. b. What actually happened? c. Was follow-up action taken when appropriate? d. Adaptability for those by other Clubs in other locations e. Examples of literature, programs, photos, etc.	[_____]
4.	10-20	<b><u>PUBLICITY:</u></b> How adequate was the publicity within the community?	[_____]
TOTAL POINTS (150 points MAX			[_____]

**Points to be assigned by the Judges on all the above criteria.**

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

## LISA GLISSON BEST FUND-RAISING PROJECT AWARD APPLICATION

EXCHANGE CLUB OF \_\_\_\_\_

Project Name \_\_\_\_\_

A maximum of two entries will be allowed for this competition. Each entry must be accompanied by a separate score sheet and activities report. A financial statement for each project must be attached to each separate entry. The winner, plus such honorable mentions as the judges consider deserving; will be based on the criteria as shown below. Only one winner per club. NO ONE PARTICULAR PROJECT IS ELIGIBLE TO WIN MORE THAN ONCE EVERY THREE (3) YEARS.

**A COPY FOR YOUR FUND-RAISING PROJECT FROM THE NATIONAL WEBSITE AND A FINANCIAL STATEMENT ARE REQUIRED WITH THIS APPLICATION FORM.**

CLUB REPRESENTATIVE TO BE CONTACTED \_\_\_\_\_

<u>ITEM</u>	<u>POINTS</u>	<u>CRITERIA FOR JUDGING</u>	<u>TOTAL POINTS</u>
1.	0-20	Uniqueness (something not in widespread use)	[_____]
2.	0-20	Adaptability for other Clubs in other locations	[_____]
3.	0-15	Ease of accomplishment	[_____]
4.	0-20	Limitation of risk to financial loss	[_____]
5.	0-15	Ease of repeating each year	[_____]
6.	0-20	General rating of project from activity report	[_____]
7.	0-25	<u>Complete the blanks below of the following formula:</u>  New net income produced \$ _____ divided by  Membership on July 1 _____ divided by  Total man-hours _____ multiplied by 100	[_____]
			<b>TOTAL POINTS [_____]</b>

**Points to be assigned by the Judges on all the above criteria.**

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

## **HAROLD N. MCMILLAN CLUB HISTORY BOOK AWARD APPLICATION**

**EXCHANGE CLUB OF:** \_\_\_\_\_

Each Club is encouraged to make and maintain a Club History Book (Scrapbook). Each Judge will record their evaluation of each History Book on a blank Club History Book Application Form. The scores will then be averaged. The Club having the highest average points will be declared the winner. **CLUBS WISHING TO COMPLETE MUST SUBMIT THEIR APPLICATION TO THE DISTRICT AWARDS CHAIRPERSON NO LATER THAN MAY 15, 2023. CLUBS WILL DELIVER THEIR HISTORY BOOK TO THE DISTRICT AWARDS CHAIRPERSON THURSDAY NIGHT OF THE DISTRICT CONVENTION FOR JUDGING.**

<b><u>ITEM</u></b>	<b><u>POINTS</u></b>	<b><u>CRITERIA FOR JUDGING</u></b>	<b><u>TOTAL POINTS</u></b>
1.	1-10	Usefulness of the History Book. (How appealing and practical is the History Book? Is it too big and bulky, etc.?)	[_____]
2.	1-10	Continuity? (Arranged chronologically by events beginning with last year's Convention? Exception: A Memorial page(s) may be placed at the discretion of the Editor.)	[_____]
3.	1-10	Eye appeal and explanation of contents (Are candid snapshots and information explained and presented in a detailed manner?)	[_____]
4.	1-10	Internally produced information (Snapshots, Bulletins, etc.)	[_____]
5.	1-10	Externally produced information (News articles, Proclamations, etc.)	[_____]
6.	1-10	Creativity/Originality? (State of being original, constructive imagination, freshness of aspect, design or style.)	[_____]
7.	1-10	Attention to Detail. (Thoroughness of the small elements that collectively constitute a work of art, attractiveness, etc.)	[_____]
8.	1-10	How well does the Club History Book describe the Club's activities?	[_____]
<b>TOTAL POINTS</b>			[_____]

**Points to be assigned by the judges on all the above criteria.**

**Judge's Signature**\_\_\_\_\_

**Judge's Signature**\_\_\_\_\_

**Judge's Signature**\_\_\_\_\_

## LEONARD C. GRACE BEST CLUB BULLETIN AWARD APPLICATION

Exchange Club of \_\_\_\_\_

Bulletin Name \_\_\_\_\_

Editor's name \_\_\_\_\_

Signature of club officer \_\_\_\_\_ Date \_\_\_\_\_

E-mail address \_\_\_\_\_

(Check one)

☐ Club with 29 or fewer members\*

Is bulletin published at least once a month?

☐ 30 to 74 members\*

☐ Yes ☐ No

☐ Club with more than 75 members\*

### **MINIMUM REQUIREMENTS:**

**Bulletin must be published at least once a month.**

**Copies must be sent to Club's District Director.**

NOTE: If you wish to compete for the Leonard C. Grace Best Bulletin Awards, e-mail three (3) separate issues of your Club Bulletin published since **April 1, 2022** with this application form to [loy.addison@gmail.com](mailto:loy.addison@gmail.com). Due date: **April 15, 2023**.

The following criteria will be applied in judging Club Bulletins:

#### **CONTENT: 30 POINTS MAX**

**POINTS \_\_\_\_\_**

- A. Is content balanced between news of upcoming meeting programs, other Club events, project progress, reports of recent projects, member news, items of general Exchange interest, personality profiles and humor?
- B. Does the bulletin promote participation, attendance, membership and New Club Building, Exchange Education, significant news on District and National levels of Exchange?
- C. Does the bulletin carry the correct **Exchange Club logo**, complete and correct Club name, city, state, date, meeting time and place?

#### **READABILITY: 10 POINTS MAX**

**POINTS \_\_\_\_\_**

Does the writing meet acceptable standards of punctuation, sentence structure, grammar and spelling? Is writing concise, understandable and accurate?

#### **EYE APPEAL: 10 POINTS MAX**

**POINTS \_\_\_\_\_**

Does the overall appearance of the bulletin stimulate readership? Are the masthead and other elements creatively and neatly handled with occasional artwork, photos, color, etc. used? Does the layout incorporate careful attention to white space, page balance, and the importance and organization of the articles?

**TOTAL POINTS \_\_\_\_\_**

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

## WANDA J. WHITTEN VOLUNTEER OF THE YEAR

The Exchange Club of \_\_\_\_\_ places in nomination  
\_\_\_\_\_ for Volunteer of the Year

\*May NOT have received this award within the last five years.

1. Yes or No (Circle one) Nominee attended at least 75% of club meetings. **(10 points if Yes)**
2. Yes or No (Circle one) Nominee participated in at least 80% of club projects. **(10 points if Yes)**
3. List of club-level committees the nominee served on and the hours expended. **(No more than 5 – each one worth 2 points not to exceed 10 points)**

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4. List the different projects the nominee participated in and the number of hours expended. **(No more than 5 – each one worth 2 points not to exceed 10 points)**

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5. List other community service activities (non-Exchange) and hours expended. **(No more than 5 – each one worth 2 points not to exceed 10 points)**

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6. Attach 2-page narrative **(worth up to but not exceed 25 points)**. **Points from the narrative will be added to total score.** \_\_\_\_\_

**NARRATIVE:** A narrative **must not** exceed two pages. **Some suggestions for the narrative:** Do they say yes when asked; Does their presence enhance meetings, social functions and other events; Are they positive, enthusiastic, loyal, creative, gregarious, possess a sense of humor and solve problems?

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_

Judge's Signature \_\_\_\_\_