



# EXCHANGE

GEORGIA DISTRICT EXCHANGE CLUBS

#ExchangeFitsCommunities

## Georgia District Awards Program 2020-2021

For Further Information:

**Kay Griffin, District Awards Chair**

2612 Brittany Road

Albany, Georgia 31721

229-432-7010 (H)

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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, 2021, not just Post Marked, to be considered. No exception because of the short timeframe involved. **Please keep a copy for your files.**

**Remember to add a narrative where asked for. 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 Fussell Hughes, a member of National President Kathy Mize's team.**

Yours in Exchange,

*Kay Griffin*

Kay Griffin  
Georgia District Awards Chairperson  
2612 Brittany Road  
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**Approved by Georgia District Board of Directors**

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### **Exchange Club Awards**

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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—**May 22, 2021**). 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, 2021. NO EXCEPTIONS WILL BE ALLOWED. (Best Club Bulletin Award Entries must be received no later than April 15, 2021).** The Period of competition for Club Bulletins remains the same – April 2020 through March, 2021.

### **PERIOD OF COMPETITION – The period of competition is May 16, 2020 through May 15, 2021.**

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, 2020. New clubs will be based on membership numbers as of Charter date.**

**Important dates:**

**April 15** – Club Bulletin – Kay Griffin, Awards Chairperson

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

**April 15** – A.C.E. Award – ~~XXXBXXXXXX~~ Ginger Larrabee - Chairperson

**May 15** – All American Volunteer – Kay Griffin, Awards Chairperson

**May 15** – National Exchange Club Member of the Year – Kay Griffin, Awards Chairperson

**May 15** – All Other District Awards – Kay Griffin, 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 or District Officers and Directors and Club Presidents 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. No winner in the previous two (2) years is eligible for this award.

**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. No winner in the previous two (2) years is eligible for this award.

**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 send their history book to the Awards Chairman by May 15, 2021 or it may be brought to the district judging on May 22, 2021.**

**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, 2021**.

**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.

## **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. Contact: Ginger Larrabee, 2513 Westover Road, Statesboro, GA 30458

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

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

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

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**\*\*\*\*\*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, 2021 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 \_\_\_\_\_

<b>ITEM</b>	<b>POINTS</b>	<b>CRITERIA FOR JUDGING</b>	<b>TOTAL POINTS</b>
<b>COMMUNITY SERVICE ACTIVITIES</b>			
1.	20	Book of Golden Deeds	[_____]
2.	20	Crime Prevention Program	[_____]
	10	Each additional activity List below:	<b>(50 points max.)</b> [_____]
		_____	
		_____	
		_____	
		_____	
3.	20	Fire Prevention Program	[_____]
	10	Each additional activity. List below:	<b>(50 points max.)</b> [_____]
		_____	
		_____	
		_____	
		_____	
4.	10	Service to Seniors	[_____]
5.	10	Family Days	[_____]
6.	10	Operation Identification	[_____]
7.	10	Other Community Service Programs. List below: <b>(50 pts max.)</b> Clubs can list up to 5 other community Service Projects	[_____]
		_____	
		_____	
		_____	
		_____	

### AMERICANISM ACTIVITIES

8.	25 Ea.	Freedom Shrine (New dedication).	[_____]
	15 Ea.	Freedom Shrine (Co-sponsored).	[_____]
	10 Ea.	Freedom Shrine (Re-dedication).	[_____]

**Points subtotal** \_\_\_\_\_

<b>ITEM</b>	<b>POINTS</b>	<b>CRITERIA FOR JUDGING</b>	<b>TOTAL POINTS</b>
9.	20	GIVEAKIDAFLAGTOWAVE	[_____]
	10	Each Additional activity List below:	<b>(50 points max.)</b> [_____]

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10.	20	One Nation Under God Program	[_____]
	10	Each additional activity List below:	<b>(50 points max.)</b> [_____]

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11.	20	Proudly We Hail	[_____]
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12.	20	Get Out the Vote	[_____]
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13.	20	Milestones of Freedom	[_____]
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14.	10 Ea.	Other Americanism Service Programs. List below: <b>(50 pts max.)</b>	[_____]
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### **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 Ea. Other Youth activities. List below: **(50 points max.)** [\_\_\_\_\_]

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Points subtotal \_\_\_\_\_

**CHILD ABUSE PREVENTION PROGRAMS**

20. 20 Exchange Club Center-related activity. **(50 points max.)** [\_\_\_\_\_]  
10 Ea. For additional activities, list below: [\_\_\_\_\_]

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21. 20 Non-center -related activity **(50 points max.)** [\_\_\_\_\_]  
10 Ea. For additional activities, list below: [\_\_\_\_\_]

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22. 20 Exchange Strong Club Giving Campaign [\_\_\_\_\_]

23. 10 Ea. Other Child Abuse Prevention activities, list below: **(50 points max.)** [\_\_\_\_\_]

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**NEW CLUB BUILDING**

24. 125 New 25-Member Chartered Club built (List location and POM date) [\_\_\_\_\_]  
100 New 20-Member Chartered Club built (List location and POM date) [\_\_\_\_\_]  
5 Ea. For each Charter Member above the minimum levels **20 or 25** [\_\_\_\_\_]  
Location \_\_\_\_\_ POM Date \_\_\_\_\_

25. 125 Co-sponsored New 25 Member Club built (List location and POM date) [\_\_\_\_\_]  
100 Co-sponsored New 20 Member Club built (List location and POM date) [\_\_\_\_\_]  
5 ea. For each Charter Member above the minimum levels **20, or 25** [\_\_\_\_\_]  
Location \_\_\_\_\_ POM Date \_\_\_\_\_

26. 1 Ea. For each member added via Operation Turnaround [\_\_\_\_\_]  
Location \_\_\_\_\_

**CLUB MEMBERSHIP GROWTH**

(May 15, 2021 minus July 1, 2020) as reported by the National Exchange Club Report – No exceptions).

27. 3 Ea. NET INCREASE/ DECREASE in Club Membership [+/- x 3] = [\_\_\_\_\_]

**LOCAL CLUB ATTENDANCE**

(As submitted by Secretary – Average from July 1, 2020-May 15, 2021– No Exceptions).

28.	<input checked="" type="checkbox"/>	75% and over	[XXXX]
	<input checked="" type="checkbox"/>	51% to 74%	[XXXX]
	<input checked="" type="checkbox"/>	26% to 50%	[XXXX]
	<input checked="" type="checkbox"/>	Under 26%	[XXXX]

**Points subtotal** \_\_\_\_\_**DISTRICT AND NATIONAL CONVENTION ATTENDANCE**

29.	10	1 Delegate to last year's District Convention.	[XXX]
	10	Each additional Delegate	<b>(40 points max.)</b> [XXX]
30.	Registered members, other than Delegates at last year's District Convention.		
	1 Ea.	Each member outside 25- mile radius. [XXX]	[XXX]
	½ Ea.	Each member inside 25- mile radius. [XXX]	[XXX]
31.	20 Ea.	Registered members including Delegates present at last year's National Convention.	<b>(100 points max.)</b> [XXX]

**CLUB ENTERING THE FOLLOWING COMPETITION CATEGORIES**

32.	20	Club 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	Fund Raising Project(s)	[_____]
	10	One Additional Project with a \$100.00 minimum raised.	<b>(10 points max.)</b> [_____]
37.	20	Club History Book entered in current competition.	[_____]

**PUBLICATION OF CLUB BULLETIN**

38.	20	Club Bulletin published for each meeting.	<b>(20 points max.)</b> [_____]
	10	Club Bulletin published monthly or bi-monthly.	<b>(10 points max.)</b> [_____]

**GRAND TOTAL POINTS** \_\_\_\_\_**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, 2020 through May 15, 2021 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, 2021.**

**(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 cosponsor 8 points

*List new club name*

1b. Mentoring a new Exchange Club 8 points

*List club names*

2. Membership

a. Sponsored one new member	1 point	_____
b. Sponsored three new members	3 points	_____
c. Each new member sponsored over 3 (maximum 4 points)	1 point each	_____

3. Served as:

a. Club President - Secretary - Treasurer - Bulletin Editor - Chair Major Fundraiser - Program Chair - functioning Publicity Chair (must document) (4 points maximum)	2 points each	_____
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(Please circle)

b. Club Board Member - Chair Major Committee	1 point each	_____
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*List Committees: (2 points maximum)*

\_\_\_\_\_

\_\_\_\_\_

(circle two)

c. Working Club President Elect – Immediate Past President – Member playing major role on major committee – Club Photographer – House Chair – Prepared Meeting Room – Custodian (must document) (2 points maximum)	1 point each	_____
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4. Served as: (circle one)

a. District President - Secretary - Treasurer - President-Elect      3      \_\_\_\_\_

b. District Board Member  
(must be recommended by District President)      2      \_\_\_\_\_

c. District Committee Chair  
(must be recommended by District President)      1 point      \_\_\_\_\_

d. 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.

District Convention	<u>XXX</u>	<u>XXX</u>
	Date	Location
District Convention	<u>XXX</u>	<u>XXX</u>
	Date	Location
National Convention	<u>XXX</u>	<u>XXX</u>
	Date	Location
National Convention	<u>XXX</u>	<u>XXX</u>
	Date	Location

Total Score      \_\_\_\_\_

7. **NARRATIVE** (Maximum 1,200 Words)  
Points: To be determined by judge. Maximum of 50 points      \_\_\_\_\_

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

## **MILLARD A. BECKUM OUTSTANDING CLUB PRESIDENT AWARD APPLICATION**

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

Dates: July 1, 2020 through May 15, 2021. **Score sheet with supporting documentation from National must be received by awards chair no later than May 15, 2021. 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, 2020** and reported on the proper form to the National Exchange Club by **July 15, 2021** (**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.**

<b><u>ITEM</u></b>	<b><u>POINTS</u></b>	<b><u>CRITERIA FOR JUDGING</u></b>	<b><u>TOTAL POINTS</u></b>
1.	<input checked="" type="checkbox"/>	WHILE SERVING AS CLUB PRESIDENT, the NOMINEE presided over at least 11 regular Board Meetings	[XXX]
2.		ATTENDANCE AT CLUB MEETINGS: <b>Club Meeting Weekly</b>	<b>Club Meeting Twice a Month</b>
	<input checked="" type="checkbox"/>	0-2 Absences	1 Absence
	<input checked="" type="checkbox"/>	3-4 Absences	2 Absence
	<input checked="" type="checkbox"/>	5-6 Absences	3 Absences
3.	<input checked="" type="checkbox"/>	Assigned each member in his/her Club to at least one Committee.	[XXX]
4.	<input checked="" type="checkbox"/>	ea. Each new member sponsored. ( <b>Attach names and dates joined</b> ).	[XXX]
5.	<input checked="" type="checkbox"/>	Attended 2020GEORGIA DISTRICT CONVENTION	[XXX]
6.	<input checked="" type="checkbox"/>	Attended 2020 NATIONAL EXCHANGE CLUB CONVENTION	[XXX]
		<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 ea.	Club sponsored or co-sponsored a new Club <b>(List location(s) and POM date):</b> Location _____ POM _____	[_____]
14.	-3 ea.	Club had net loss of _____ members, July 1, 2020 through May 15, 2021 as provided by National Exchange Club (If net is -4, subtract - 12 points) [_____] <b>OR</b> +3 ea. Club had net gain of _____ members, July 1, 2020 through May 15, 2021 as provided by National Exchange Club. (If net is +4, add +12 points). [_____]	
15.	10 points	<b>Earns National Service Award.</b>	[_____]
		<b>SUB-TOTAL POINTS (Before Narrative Score)</b>	[_____]
16.	1-25**	<b>NARRATIVE STATEMENT (Exchange Club Activity Only)</b> (Judges' score used only in case of tie)	[_____]
		<b>TOTAL POINTS EARNED</b>	[_____]
		<i>**Points assigned by judges</i>	

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

**LYMAN J. WALKER OUTSTANDING CLUB SECRETARY AWARD APPLICATION**

EXCHANGE CLUB OF:

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

## **MINIMUM REQUIREMENTS:**

- \* 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

<u>ITEM</u>	<u>POINTS</u>	<u>CRITERIA FOR JUDGING</u>	<u>TOTAL POINTS</u>	
1.	xx	WHILE SERVING AS CLUB SECRETARY, the NOMINEE must have attended at least 11 regular Board Meetings	[xxx]	
2.		<b><u>ATTENDANCE AT CLUB MEETINGS:</u></b>		
		<b>Club Meeting Weekly</b>	<b>Club Meeting Twice a Month</b>	
	xx	0-2 Absences	1 Absence	
	xx	3-4 Absences	2 Absence	
	xx	5-6 Absences	3 Absences	[xxx]
3.	xx	Attendance at 2020 District Convention		[xxx]
4.	xx	Attendance at 2020 National Convention		[xxx]
5.	1 ea.	Other special duties or positions held in the club during the administrative year		
		_____	_____	
		_____	_____	
		_____	_____	
			<b>(LIST <u>(6 points max.)</u></b>	[_____]
6.	3 ea.	NEW MEMBERS SPONSORED in his/her Club. (July 1, 2020 to May 15, 2021. New members of a sponsored new club are not allowed. <b>Attach a list of members and dates joined. <u>(15 points max.)</u></b>	[_____]	
7.	10 pt.	Reported to National names and addresses of new officers by April 30.	[_____]	
		<b>TOTAL POINTS</b>	[_____]	
8.	1-25**	NARRATIVE STATEMENT (Exchange Club Activity Only). <i>(Judges' score used only in case of tie.)</i> <i>**Points assigned by Judges</i>	[_____]	

### Judge's Signature

## ELLIE ROYAL OUTSTANDING CLUB TREASURER AWARD APPLICATION

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

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

### **MINIMUM REQUIREMENTS:**

- \* 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

<b>ITEM</b>	<b>POINTS</b>	<b>CRITERIA FOR JUDGING</b>	<b>TOTAL</b>												
1.	<input checked="" type="checkbox"/>	WHILE SERVING AS CLUB TREASURER, the NOMINEE must have attended at least 11 regular Board Meetings	[_____]												
2.		ATTENDANCE AT CLUB MEETINGS: <table><thead><tr><th></th><th><b>Club Meeting Weekly</b></th><th><b>Club Meeting Twice a Month</b></th></tr></thead><tbody><tr><td><input checked="" type="checkbox"/></td><td>0-2 Absences</td><td>1 Absence</td></tr><tr><td><input checked="" type="checkbox"/></td><td>3-4 Absences</td><td>2 Absence</td></tr><tr><td><input checked="" type="checkbox"/></td><td>5-6 Absences</td><td>3 Absences</td></tr></tbody></table>		<b>Club Meeting Weekly</b>	<b>Club Meeting Twice a Month</b>	<input checked="" type="checkbox"/>	0-2 Absences	1 Absence	<input checked="" type="checkbox"/>	3-4 Absences	2 Absence	<input checked="" type="checkbox"/>	5-6 Absences	3 Absences	[XXX]
	<b>Club Meeting Weekly</b>	<b>Club Meeting Twice a Month</b>													
<input checked="" type="checkbox"/>	0-2 Absences	1 Absence													
<input checked="" type="checkbox"/>	3-4 Absences	2 Absence													
<input checked="" type="checkbox"/>	5-6 Absences	3 Absences													
3.	<input checked="" type="checkbox"/>	ATTENDANCE AT 2019 NATIONAL CONVENTION	[XXX]												
4.	<input checked="" type="checkbox"/>	ATTENDANCE AT 2019 DISTRICT CONVENTION	[XXX]												
5.	1 ea.	RECORD KEEPING (Check below) <input type="checkbox"/> Appropriate accounting system. <input type="checkbox"/> File IRS Form 990 or 990N (e-postcard) by November 15, 2020 <input type="checkbox"/> Prepare formal annual budget. <input type="checkbox"/> Maintain separate account for OPERATING & PROJECT accounts. <input type="checkbox"/> Maintain & keep accounts current with District & National. <input type="checkbox"/> Performed audit <input type="checkbox"/> Maintain current club bond.	<u>(7 points max.)</u> [_____]												
6.	3 ea.	NEW MEMBERS SPONSORED in his/her Club. (July 1, 2020 to May 15, 2021). New members of a sponsored new club are not allowed. <b>Attach a list of members and dates joined. <u>(15 points max.)</u></b>	[_____]												
		<b>TOTAL POINTS</b>	[_____]												
7.	1-25**	NARRATIVE STATEMENT (Exchange Club Activity Only) <b>**Points assigned by Judges (Judges' score used only in case of tie).</b>	[_____]												

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.**

**CLUB REPRESENTATIVE TO BE CONTACTED:** \_\_\_\_\_

<b><u>ITEM</u></b>	<b><u>POINTS</u></b>	<b><u>CRITERIA FOR JUDGING</u></b>	<b><u>TOTAL POINTS</u></b>
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?	[_____]
<b><u>TOTAL POINTS (150 points max)</u></b>			[_____]

**JUDGE** \_\_\_\_\_  
(Signature)

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

## **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.**

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

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

New net income produced \$ \_\_\_\_\_ divided by

Membership on July 1 \_\_\_\_\_ divided by

Total man-hours \_\_\_\_\_ multiplied by 100 [\_\_\_\_\_]  
(Max. 25 points)

**TOTAL POINTS** [\_\_\_\_\_]

**JUDGE** \_\_\_\_\_  
(Signature)

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

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

## **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.  
**THE HISTORY BOOK ALONG WITH THE APPLICATION MAY BE SENT/OR BROUGHT TO DISTRICT JUDGING ON MAY 22, 2021.**

<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><u>TOTAL POINTS</u></b>			[_____]

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

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

## **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\*

(A "No" answer disqualifies bulletin from national competition.)

\***July 1, 2020 ACTIVE MEMBERSHIP FIGURE:** \_\_\_\_\_

Approximate annual club bulletin budget \$ \_\_\_\_\_

Any income from advertising?  Yes  No How much annually? \$ \_\_\_\_\_

### **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, 2020 with this application form to [kaygriffin1965@gmail.com](mailto:kaygriffin1965@gmail.com). Due date: April 15, 2021.

The following criteria will be applied in judging Club Bulletins.

### **CONTENT: MAXIMUM 30 POINTS**

### **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: MAXIMUM 10 POINTS**

### **POINTS**

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

### **EYE APPEAL: MAXIMUM 10 POINTS**

### **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 \_\_\_\_\_

**WANDA J. WHITTEN ALL-AMERICAN VOLUNTEER OF THE YEAR**

The Exchange Club of \_\_\_\_\_ places in nomination  
\_\_\_\_\_ for All-American Volunteer of the Year.

Only one application from the district will be sent to National Headquarters by June 1.

1. Served on club-level committees: (Attach list of committees) \_\_\_\_\_
2. How many days during the year did the nominee work for Exchange? \_\_\_\_\_
3. How many hours did the nominee work for Exchange? \_\_\_\_\_
4. In how many different projects did the nominee participate?  
(Attach list of projects) \_\_\_\_\_
5. Nominee attended at least 75% of club meetings. yes or no (circle one) **XXXX** \_\_\_\_\_
6. Nominee participated in at least 80% of club projects: yes or no (circle one) \_\_\_\_\_
7. Attach 2-page narrative. \_\_\_\_\_

**NARRATIVE:** A narrative **must not** exceed two pages. Some suggestions for the narrative: is the person a volunteer; 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?

**\*Judges: Assign up to 10 points for items 1-6. For item #7, assign up to 25 points.**

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

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