



Central Atlantic Region of State Garden Clubs

Awards Rules – 2021-2023

In addition to those awards available from the National Garden Clubs, Inc. (NGC), the awards herein are available to Central Atlantic Region of State Garden Clubs, Inc. (CAR-SGC) Member Garden Clubs and individuals as stated. The chief purpose of these awards is to recognize excellence above a State level or achievements that:

- do not fit a NGC Award Category
- are not large enough in scope for consideration at the National level.

Application for CAR-SGC Awards is made through the Awards Chairmen of each State Garden Club or Federation within the Region. The State Awards Chairman sends CAR applications to the CAR-SGC Awards Chairman designated for that particular Award, unless otherwise directed.

- Delaware Federation of Garden Clubs
- The Federated Garden Clubs of Maryland
- National Capital Area Garden Clubs
- The Garden Club of New Jersey
- Federated Garden Clubs of New York State
- Garden Club of Ohio
- The Garden Club Federation of Pennsylvania

PLEASE NOTE:

YEARBOOK AWARDS at the national level have been discontinued. The award will be continued by our region. The rules have been incorporated in this document and winners will now receive CAR-SGC Certificates. No cash awards will be made. The deadline is now April 1 to the region, rather than earlier, since we no longer have to forward information to NGC.

The HIGH SCHOOL ESSAY AWARD has also been discontinued by National Garden Clubs and the Region will continue this Contest. The Themes and Rules are contained in this document and an annual prize of \$150.00 will be offered. The deadline for delivery to the Region Chair is now March 1, rather than earlier, since we no longer have to forward entries to national.

The YOUTH EXCELLENCE AWARD has been revised, with clarification provided as to a maximum number of pages and a requirement that an application be submitted electronically rather than a 'scrapbook' in prior years.

The MEMBER OF HONOR AWARD will recognize one member of CAR-SGC whose volunteer efforts during a period of five or more years has made outstanding contributions to club and community. Applicants should use the NGC application form and submit it to the Region Director, Betty Cookendorfer. Further details are available on Page 16 of this document.

National Garden Clubs has made many changes to their Awards Handbook. Those changes do not apply to CAR-SGC submissions except for the updated youth contests, which still are submitted to NGC after being judged at the region level and the Member of Honor Award.

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CAR-SGC AWARDS TO INDIVIDUALS AND/OR CLUBS

General Rules

1. The CAR-SGC Awards Year shall be January 1 to December 31.
2. Applications shall be in the hands of the CAR-SGC Awards Chairman, unless otherwise stated, no later than April 1.
3. Applications should have won a state award or be screened by the State Awards Committee to assure high quality.
4. No club shall win the same award two years in succession.
5. Awards will be presented at the CAR-SGC Conference. In the event that the CAR-SGC Conference is not held in a particular year, the Region Director will mail the certificates and checks to the State Presidents for distribution in the fall at the time when the conference would ordinarily be held. Any Books of Evidence may be picked up by the State Presidents at the Conference or postage may be submitted to the appropriate chairman for a mailed return. Limit of one entry per state per award or per size category (small, medium and large club category).
6. Note that CAR-SGC Categories of Club Size may differ from those of NGC and state clubs.

Scale of Points for all CAR-SGC Awards

Exception: Publicity Pressbook

- PRESENTATION - 5 points: Neat, concise, includes all required information on the Application Form (3 sheets allowed, plus the application form), or the Book of Evidence, if required.
- ACHIEVEMENT - 65 points: Scope of project, need and fulfillment; benefit; accomplishment; comprehensiveness of work; activities to attain goals; evaluation of goals reached; educational; prior planning; very brief history if continuing project; financial report, other.
- PARTICIPATION - 15 points: Size of club; involvement of members, community, government agencies, professionals, youth, residents in facilities, others. Not all of these have to be involved.
- RECORD OR DOCUMENTATION - 15 points: Supporting data (as applicable), clear, well-labeled and neatly attached before and after photographs if applicable, landscape plan (does not have to be professionally drawn), financial report, letters of appreciation, community awards, newspaper/magazine articles (if possible), radio or TV script (if possible), etc. Photocopies are permitted. NO VIDEOS IN LIEU OF AN APPLICATION FORM ARE PERMITTED.

TOTAL 100 POINTS

Application Forms: The CAR-SGC Application Form and procedure for applying for awards is on the website. The application form contains topics to be addressed along with supporting photographs.

Procedure: The State Awards Committee shall choose the applicants to be sent for CAR-SGC awards. The State Awards Chairman will complete the CAR-SGC Application Form and send to the CAR-SGC Awards Chairman.

Monetary Awards: Monetary awards sponsored by the Region may be subject to change depending on the financial status of the Region.

CIVIC DEVELOPMENT AND IMPROVEMENT AWARD

CERTIFICATE and \$100 in each category

Categories:

- Small Club – up to 25 members
- Medium Club – 26-50 members
- Large Club – over 50 members

Awarded to a member club for the best project involving civic development and improvement. The project may be one that is completed in one season or may be a completed section of an ongoing project.

Accomplishments during the current awards year should be emphasized. Project should benefit or beautify, stimulate civic pride, supply added conveniences or enlarge opportunities for the community.

Advice and/or support may be obtained from various sources (city officials, civic groups, landscape architects, nurserymen, etc.)

NOTE: Refer to CAR-SGC General Rules. Send application to Chair, Phyllis Besch, 5580 Broadway Street, Lancaster, NY 14086 (716-684-1289) or email to phyl.4597@gmail.com. Deadline: April 1

ENVIRONMENTAL CONCERNS AWARD

CERTIFICATE and \$100 in each category

Categories:

- Small Club – up to 25 members
- Medium Club – 26-50 members
- Large Club – over 50 members

There is a three (3) page limit, using only the front of the page.

- Binders and vinyl sheet protectors are no longer allowed.
- Applications will not be returned. Exceptions noted.
- Application may be submitted electronically to the CAR-SGC Awards Chairman where applicable.
- Awarded to a Member Club for the best effort to create awareness of the need to protect and/or conserve our environment. May be for a completed project/effort or for a completed section of an on-going project/effort

NOTE: Refer to CAR-SGC General Rules. Send application to Chair, Nancy Lambert Fulk, 144 Tory Circle, Enola, PA, 17025-2667 (717-732-9167) or email nfulk@comcast.net. Deadline: April 1

VIOLET S. THORON AWARD

CERTIFICATE

Awarded annually to a Member Club, District, or State (having no Districts) for an outstanding project in the field of Landscape Design and/or for conducting the most complete and effective program of education in Landscape Design.

May be awarded for a single project or educational program. Project may be one that is completed in one season or a completed section of an on-going project. Work completed during the current awards year should be emphasized.

The Judging Committee on the State level shall include an accredited Landscape Design Consultant. The CAR-SGC Landscape Design Representative shall choose a committee to judge the Thoron Award.

NOTE: Refer to CAR-SGC General Rules. Send application to Chair (Jane Bersch, 386 Tavistock Drive, Medford, NJ 08055 (609-923-8427) or email to janebersch@aol.com. Deadline: April 1

JEAN LADSON OUTSTANDING ACHIEVEMENT AWARD

CERTIFICATE and \$100 to the first place winner in each category

Categories:

Small Club – up to 25 members

Medium Club – 26-50 members

Large Club – over 50 members

Awarded to a club or group of clubs presenting the most outstanding garden club work that is not eligible for any other CAR-SGC Award. Youth involvement is considered a plus.

NOTE: Refer to CAR-SGC General Rules. Send application to Chair, Jane Bersch, janebersh@aol.com. Deadline: April 1

OUTSTANDING EDUCATIONAL EXHIBIT AWARD

CERTIFICATE and \$100.00

Awarded to a Garden Club or Garden Club Member(s) for an Educational Exhibit that relates to our national objectives and is designed to instruct. Winning exhibit will be displayed at the CAR-SGC Fall Conference, provided space is available. Application should include: Summary of exhibit, impetus for the exhibit, where and when exhibit was displayed, number of people viewing the exhibit, concrete results of the exhibit (if known). Two photographs may be sent electronically.

NOTE: Refer to CAR-SGC General Rules. Send application to Bert Nero, 9657 Marlboro Avenue, NE, Louisville, OH 44661-9545 or email to bertnero@gmail.com. Phone: 330-936-5894. Deadline: April 1

PUBLICITY PRESS BOOK AWARD

CERTIFICATE OF COMMENDATION in each category

Categories:

- Small club – up to 25 members
- Medium club – 26 – 50 members
- Large club – over 50 members
- Group of Member Clubs, Councils, Districts

SCALE OF POINTS:

- PRESENTATION – 25 points: Neat, attractive presentation flowing chronologically January 1 through December 31.
- QUALITY – 35 points: Well-written publicity/photocopies related to projects and/or activities.
- QUANTITY AND DIVERSITY – 40 points: Use of various publications and media (newspaper, magazine, newsletters, electronic media, etc.) promoting garden clubs and their goals and objectives. (local club, CAR-SGC, NGC)

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chair, Jo C. Walker at 2050 Nottingham Parkway, Avon, Ohio 44011-1660 or email to jocwalker20@gmail.com (216-496-6142) Deadline: April 1

MEMBERSHIP INCREASE CERTIFICATE

Awarded to the State Garden Club/Federation showing the greatest percentage increase in paid membership over the previous fiscal year. Region Membership Representative determines the results by comparing National Garden Clubs, Inc. paid membership statistics between October 31 of the past and current year.

CAR-SGC SCHOLARSHIP AWARD

One (1) or more \$1000 Scholarships may be awarded each year and presented at the Fall Conference. Each State may submit one (1) application. The application is sent to the CAR-SGC Scholarship Awards Representative by the July 1 deadline. Applications are judged by three (3) former CAR-SGC Directors chosen by the current Director and current CAR-SGC Scholarship Representative.

Application Requirements:

The NGC Scholarship Form is to be used. Follow all directions and include the following:

- Application form
- Complete official academic transcript

- Personal letter from applicant, discussing goals, background, financial need and commitment to
- chosen field of study (Limited to two typed pages only)
- List of extracurricular activities, honors, recognitions received
- Financial Aid Form
- Three letters of recommendation, focusing on the following, and limited to one typed page:
Scholastic abilities, character, work-related experience.

NOTE: Refer to CAR-SGC General Rules. Send application to Chair Connie Taylor, 512 12th Street, NE, Washington D.C. 20002 (301-928-5820) or email to cotaylor55@gmail.com. Deadline: July 1

NOTE: NGC Scholarship winners are not eligible for the CAR-SGC Scholarship award.

PERENNIAL BLOOM AWARD

CERTIFICATE and recognition at the CAR-SGC Fall Conference.

Presented to the Region winner in the State's Perennial Bloom Award Competition. To be eligible for the Perennial Bloom Award, clubs must choose their Perennial Bloom candidate(s) and send the application for ONE candidate to the District Director. Deadline: July 1

Up to 4 pages of supporting data may be included, as well as the picture of the winner. Applicants for this award are not eligible for the NGC Award of Honor. District Director, after reviewing all Club applications, must select ONE winner from all clubs and send this application to the State Awards Chairman.

Deadline: August 1. State Awards Chairmen will select ONE State Winner and send this application to CAR-SGC Perennial Bloom Chairman: Monica Hansen, 21 Henning Drive, Orchard Park, New York 14127-2816, (716-667-1434) or email to johnmonica@verizon.net. Deadline: August 31

NOTE: Each club is asked to present and plant a tree or shrub in honor of each of their Perennial Bloom Awardees. Complete information for this award, an application and a certificate are available on the CAR-SGC website.

FLOWER SHOW SCHEDULE AWARD

CERTIFICATE and an annually determined amount for first place in each category.

Categories:

- Small Standard Flower Show Schedule*
- Standard Flower Show Schedule*
- Youth Small Standard Show Schedule*
- Youth Standard Flower Show Schedule*
- Horticulture Specialty Flower Show Schedule*
- Design Specialty Flower Show Schedule*

** Refer to Handbook for Flower Shows 2017, pages 7-9,*

Awarded to a Member Club, Group of Member Clubs, District, or Council for an outstanding schedule in its category. Schedule shall be for a flower show held during the calendar year (January 1 through December 31).

Winning schedule must score 95 or more. The judging Committee at the State level shall include an accredited Flower Show School Instructor and/or Flower Show School/Symposium Chairman. The CAR-SGC Flower Show School/Instructors Chairman shall choose the committee to judge this award.

SCALE OF POINTS:

- **FORMAT** - 15 points: Terminology clear, presentation complete, concise (10), Font size and type readable (5)
- **CONTENT** - 70 points: All information included meets Handbook requirements for category of show entered (40), Number and size, awards offered, and season (15). Number and type of design classes appropriate for show size, awards offered and season (15)
- **SUBSTANTIATING DATA** - 15 points: Schedule requirements, information and classes/awards, organized in a practical and functional manner (10). Theme appropriate, workable and evident throughout class schedule (5).

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chair Cecelia Millea, 422 Laurel Creek Blvd, Moorestown, New Jersey 08057 or email cmillea@msn.com. Deadline: April 1 856-235-8926

YOUTH EXCELLENCE AWARD

CERTIFICATE and \$50

Awarded to the Youth Garden Club (sponsored by a Member Garden Club registered with the State Garden Club) which receives the highest evaluation in proportion to size for the accomplishment of CAR-SGC and NGC objectives. Award is based on electronic submission of documentation of activities using color photographs with short captions, publicity, and a printed schedule of the year's programs and projects. Include the ages and number of youth members in the club and at each activity. The club should focus on, but not be limited to, environmental and conservation concerns, floriculture and horticulture, outdoor planting and growing, floral design, and education of the public about gardening for wildlife.

Page limit is the application and cover page plus 12 one-sided pages (this is a limit, not a requirement, less than 12 pages is fine), with cover and other pages consolidated into one multi-page document, saved as a .pdf or .doc. It is highly recommended to limit photos to 6 per page with captions, and to use no less than a 10 font.

SCALE OF POINTS:

- **FORMAT** - 10 points: Cover, Page 1, Clear, concise presentation, neat
- **CONTENT** - 60 points: Photographs and captions, Publicity, Printed Schedule of Year's Programs and Projects
- **ACCOMPLISHMENT OF NATIONAL AND REGION OBJECTIVES** - 30 points

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chairman Joann Predina at jpredina2@gmail.com SUBJECT LINE: CAR-SGC Youth Excellence Award Deadline: April 1

CAR-SGC / NGC YOUTH PROGRAMS

Flyers for each of these contests may be obtained by logging on to the [NGC website \(gardenclub.org/youth-and-scholarships\)](http://ngc.gardenclub.org/youth-and-scholarships). Winning entries will not be returned. They become the property of CAR-SGC/NGC or, in the case of the Smokey Bear/Woodsy Owl Poster Contest, the U. S. Forest Service.

HIGH SCHOOL ESSAY CONTEST

CERTIFICATE and \$150.00

Contest is open to High School students attending 9th through 12th grades. The contest must be sponsored by a single member garden club, group of member clubs, councils or district or a State Garden Club. All entries become the property of CAR-SGC.

- Topic for 2021-2022: "What can we do to reduce water pollution?"
- Topic for 2022-2023: "How can we protect our water resources?"

Length of the essay must be between 600-700 words. The entry will be penalized if the essay does not conform to the required length. All entries must be typed and titled. Students should write the essay so it is suitable to be published in the CAR-SGC digital publication, "CAR Review."

SCALE OF POINTS:

CONTENT - Total 60 points

- Knowledge of Subject: 10 points
- Thesis statement: 10 points
- Practicality of proposal: 10 points
- Originality: 15 points
- Organization, clarity of subject matter and presentation: 15 points

COMPOSITION - Total 20 points

- Grammar and punctuation: 10 points
- Vocabulary and spelling: 10 points

MANUSCRIPT - Total 20 points

- Conformance to length: 5 points
- Cover Sheet includes: Name, Address, Phone Number, School Attending, Grade, List of Activities, and sponsoring club (photo optional): 5 points
- Entry is submitted via email in PDF document format: 5 points
- Entry includes NGC, Inc. Release for Publication and Website form: 5 points

CONTEST GUIDELINES: Club entries must be sent to YOUR state Awards or Youth Chairman-observe your state deadline. Please note that the entry should be sent via email attachment as a PDF file, along with the NGC release form and optional photo. Top winner from each State Garden Club must be sent to the CAR-SGC Region Chairman by March 1.

NOTE: Refer to CAR-SGC General Rules. Send application to Chairman Barbara Brand at 3415 Fairfield Road, Gettysburg, PA 17325-7366 or email to babrand@embarqmail.com (717-642-9776)

POETRY CONTEST

CERTIFICATE OF RECOGNITION TO 1st place winners in Grades K-9

Contest is open to Kindergarten through Ninth Grade, General Education and K-9 for Special Education and English as a Second Language

1. All entries must be typed and titled.
2. Include name, address, age and school grade of participant on back of entry.
3. Sponsoring club and state garden club must also be identified.
4. Sponsoring garden club may be that of a grandparent.
5. All entries become the property of CAR-SGC, Inc/NGC.
6. Poems do not have to rhyme.
7. Poems may be traditional verse, acrostics, bland verse, cinquains, diamond poems or Haiku.
8. The theme should not be used in the title.

SCALE OF POINTS

- TITLE - 10 points
- CONTENT - 40 points
- CREATIVITY - 30 points
- STYLE - 20 points

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chairman Chair Vivian Abel, 200 Marticville Road, Lancaster, Pennsylvania 17603-9653 or email to vivianbob@pheasantrunfarmbb.com. (717-872-0991) Deadline: February 1

SMOKEY BEAR/WOODSY OWL POSTER CONTEST

CERTIFICATE of Recognition to 1st place winners in Grades 1–5

Open to individual student artists in grades 1 through five, who are sponsored by a Member Garden Club. Winning posters will not be returned.

- Smokey Bear posters must be based upon, and include Smokey's fire prevention message, "Only YOU Can Prevent Wildfires!"
- Woodsy Owl Posters must be based upon, and include, Woodsy's conservation message, "Lend a Hand – Care for the Land!"

Original drawings of Smokey Bear or Woodsy Owl (not both) should demonstrate the applicant's understanding of fire prevention and basic environmental conservation principles. Materials that can be used include: crayons, markers, poster paints, water colors, etc. No three-dimensional, computer-scanned or electronically generated images will be accepted. Each entry should be 11 x 17 in size.

The artist's name, address, home phone number, grade level, school, teacher's name, sponsoring local garden club, city and state must be printed on the back of the poster in the lower right hand corner. (Do not use a dark marker for this information as it may show through.)

SCALE OF POINTS

- ORIGINALITY - 20 points
- DESIGN - 20 points
- SLOGAN - 20 points
- ARTWORK - 20 points
- OVERALL EFFECTIVENESS OF THE MESSAGE - 20

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chairman Pat Carnogni, 5432 Collett Road, Shortsville, New York 14548-9608 (585 953-5800) or email to pjcar@windstream.net.
Deadline: February 1, 2022.

YOUTH SCULPTURE CONTEST

CERTIFICATE OF RECOGNITION to 1st place winners in Grades 4–8

Download Youth Sculpture Entry Form from [NGC website](https://www.gardenclub.org/youth-contests). (<https://www.gardenclub.org/youth-contests>)

1. Children in 4th grade through 8th grade will be eligible to enter the contest
2. Sculptures must consist of recyclable, reused and reduced materials.
3. The sculpture is limited to a width that would fit on an 8 1/2" x 11" sheet of paper.
4. Entries should include as many photographs as can be printed on the back of the entry form; (2) 4x6 photographs are recommended
5. Club entries must be sent to State Chairman by your State Deadline. State winners must be sent to the CAR-SGC Chairman by Feb. 1.
6. Youth sculpture contest winners will be asked to submit a high quality photo of their entry to be used on the NGC website and in other NGC publications.

SCALE OF POINTS

- CREATIVE USE OF MATERIALS AND SELF EXPRESSION - 60
- DESCRIPTION OF SCULPTURE AND MATERIALS USED - 30
- CRAFTSMANSHIP AND TECHNIQUE - 10

TOTAL 100 POINTS

NOTE: Refer to CAR-SGC General Rules. Send application to Chair Marcia Richard, 1558 Eton Way, Crofton, Maryland, 21114 (410-721-7410) or email to ewr1220@aol.com. Deadline: February 1

AMERICAN HORTICULTURE SOCIETY (AHS) HERBACEOUS PERENNIAL AWARD -

AHS CERTIFICATE, Membership in the American Horticulture Society, \$50.00

Awarded to a Garden Club, Group of Garden Clubs, District, Council or State for an Outstanding Class or Section of Herbaceous Perennials in a Standard Flower Show.

1. Club, District or State Flower Show Chairmen may apply. (Plant societies excluded.)
2. Each State Garden Club/Federation in the CAR-SGC Region is eligible each year to receive one American Horticultural Society Region Award for a class or section of Herbaceous Perennials in a Standard Flower show held between January 1 and December 31.
3. The award shall consist of an American Horticultural Society Blue Rosette and a Certificate. A donated monetary award may also be presented.
4. The overall exhibit must be of outstanding quality and include a minimum of 20 specimens.

NOTE: Refer to the Scales of Points in the 2017 ed. Handbook for Flower Shows. Schedule may state that application will be made for this award, if merited.

Application should include:

- Date, name of State Garden Club/Federation, name of show, and location.
- Brief description
- List of specimens in exhibit botanically named (genus, species, and cultivar).
- Clear photograph of exhibit including staging; may be sent electronically. • Clear photograph of any top awards in exhibit, if applicable; may be sent.
- Application shall not exceed three pages.
- The application is sent to each State's Awards Chairman by the state's date.

NOTE: Each state's winning entry is sent to the AHS Region Chairman Shirley Nicolai, 12325 Hatton Point Road, Fort Washington, MD, 20744; shirleynicolai@verizon.net, 703-946-0079.

Deadline: April 1

Six weeks before the CAR-SGC Fall Conference the AHS Region Awards Chairman sends a list of winners for the rosette(s) and certificate to: American Horticultural Society, 7931 E. Boulevard Drive, Alexandria, VA 22308-1300, Re: AHS Region Perennial Award
The AHS Region Perennial Awards will be presented at the CAR-SGC Conference.

CAR-SGC YEARBOOK AWARD

CERTIFICATE OF COMMENDATION with First Place Recognition

This is now a CAR-SGC Award, as national has discontinued this award.

May be awarded for outstanding yearbooks in each of the following categories, determined by number of members, including Life Members, on whom NGC dues are paid. Yearbooks may be accepted for competition on the calendar year or club year (the same yearbook may be submitted only one time

in awards year) Electronic copies of yearbooks are now acceptable, in lieu of a hard copy, but are not required. USE THE CAR-SGC APPLICATION FOR THESE AWARDS NOW.

NOTE: Send Yearbook Award Applications for YB-1 and YB-3 to CAR-SGC Awards Chair Mary Ann Ferguson-Rich, 1166 Broadview Road, Tallmadge, Ohio 44278 (330-630-9625) or email to mafr43@hotmail.com, Deadline: April 1

YB-1 SINGLE MEMBER YEARBOOK AWARD

Categories:

- Club under 20 members
- Club 20-29
- Club 30-44
- Club 45-69
- Club 70-99
- Club 100-299
- Club 300 or more

SCALE OF POINTS:

FORMAT - 14 points

BOOK STRUCTURE - 2 points:

Practical, convenient size for membership, durable, neat. Yearbooks may be stapled, spiral, or 3-ring binders. Material should be well placed with ample margins, and font size suitable for members to read.

CONTENT - 13 points:

- Cover Page - 2 points: Include name of club, town, state organization, year, and appealing design. If A 3-ring binder cover is used, substitute with paper cover and include required information listed above, and so note.
- Title Page - 2 points: Include name of club, town, state organization, year, number of dues paying members, and affiliated organizations (district, region, NGC, other). If state and national dues are paid on associate/inactive/honorary members/, they are counted in total membership.
- Table of Contents - 1 point: Number the yearbook pages and list topics on Contents Page.
- Subsequent pages: In any order most useful to members and best fit for page placement.
- Information in a club yearbook should be in logical order. National and State information does not have to be in front.
- Membership Roster - 2 points: Complete mailing addresses, telephone numbers, and e-mail addresses (if applicable). Avoid crowding. Suggestion to save space, "All area codes are ___ and postal zip codes are (_____)", unless otherwise noted.
- List of Club Officers and Committee Chairmen - 1 point.

- NGC Information - 1 point: Name of the NGC President, the theme of the administration and a referral to the NGC website for further information.
- Other Information - 2 points: Name of the Region Director, theme of Region and referral to the Region Website, Name of the State President, theme of the State President and a referral to the State Website.
- Calendar of Events 2 points: List dates and locations for district/state/region/national meetings and events to encourage members to attend and to eliminate the setting of conflicting dates.

PROGRAMS - 47 points:

Topics should cover a variety of NGC goals and objectives such as Birds, Blue Star Memorials, Butterflies, Conservation, Environment, Floral Design, Horticulture Therapy, Horticulture, Design, etc.

- Meets minimum number of meetings required by state - 3 points: List date and time of meeting, location with address.
- Speaker's name, qualifications (brief) and program title - 4 points.
- Variety of program topics - 14 points (theme not required)
- Variety of styles of program - 12 points (lectures, tours, etc.)
- Variety of speakers - 14 points (specialists, members, etc.)

PROJECTS - 35 points

Projects involve actual membership participation that benefit the community and further NGC Goals and Objectives. Some fundraisers (sale of bulbs, bedding plants, herbs, etc.) may help to beautify the community, as well as produce revenue for clubs. Some fundraisers may help to promote NGC Member Services as well as publicize our organization and goals. Certain social activities may lead to membership increase. State such in descriptions.

- List Continuing and New Projects - 15 points: A club is not required to have new projects.
- Give brief word description of projects - 20 points: Include location, name of chairman, how members participate, list of donations if applicable, in-kind donations if applicable, plans for maintenance if applicable, etc.

OPTIONS: (No points given) Could fill available space. Some clubs include bylaws, budget, fundraising, roll call, former club presidents, club theme:

- If theme is used, it should be evident throughout the book. Themes may be interpreted with monthly program topics and/or titles, graphics, quotes. Projects do not need to be limited to a theme.
- NGC Mission Statement
- NGC Conservation Pledge
- NGC Environmental Mission Statement
- NGC Water Conservation Platform
- List of members who are life members in state, region, NGC
- Awards received the previous year.

TOTAL 100 POINTS

YB-3 YEARBOOK GROUP

Member Clubs, Council, District, or State

SCALE OF POINTS

CONTENTS - 40 points

- Book Structure - 3 points: Practical, convenient size for members, durable, neat. Yearbook may be stapled, spiral, or 3-ring binders. Material should be well-placed with ample margins and font size suitable for members to read.
- Cover - 3 points: Include name of organization, state, year, and appealing design. If 3-ring binder cover is used, substitute with paper cover and include required information listed above, and so note.
- Title Page - 2 points: Include name of group, number of clubs involved, affiliations including NGC, region, state, other. Include name of NGC President, Region Director, State President with each affiliation.
- Table of Contents - 2 points: Number the yearbook pages and list topics with respective page number.
- Subsequent Pages: Order that is pleasing to your organization and best fit for page placement.
- Organizational Information - 10 points: List organizational officers and committee chairmen. Include complete mailing addresses, telephone numbers, email addresses, and club affiliation for each.
- List addresses: State garden club website, region website and NGC.
- Calendar of Events - 10 points: List meeting dates for your organization, for your state meetings, region, and national meetings, as well as schools, symposiums, and special events. This will eliminate the setting of conflicting dates.
- Bylaws, policies, and objectives - 10 points

PROGRAMS - 20 Points

List meeting topics, include dates, time, and place (give address). Give name of speaker. Indicate if program is a presentation, tour, workshop, sharing activity, etc.

PROJECTS - 20 Points

List projects as continuing or new, including name of chairman, location and description of project. Indicate if fundraising is a part of the project. (Some fundraisers may help with beautifying the community or education of the public, as well as produce revenue for your organization)

MEMBER CLUB INFORMATION - 20 points:

List of member clubs, including club president names, addresses, phone numbers, e-mail addresses. Include meeting dates for each club. List total number of dues paying members.

OPTIONS: No points given: Former presidents, yearly theme, mission statement

TOTAL 100 POINTS

MEMBER OF HONOR AWARD

NGC CERTIFICATE and Pin; recognized in *The National Gardener*

Given to one member in each Region whose *volunteer efforts during a period of five or more years* has made outstanding contributions to club and community in one or more of the following areas:

- Civic Development
- Youth Activities
- Landscape Design
- Floral Design
- Horticulture Therapy
- Conservation
- Horticulture
- All Around Excellence

ELIGIBILITY: Any member of a State Garden Club who has NEVER been a member of the NGC Board of Directors.

Application (1 page), plus 5 pages maximum, one-sided. Must include:

- **Title Page** (1 page)
 - Name of State Federation and Region
 - Area(s) of nominee’s outstanding contribution/s
 - Name, complete mailing address, phone number of nominee
 - Sponsoring club name, president’s name, address, and signature
- Short, Typed **Description Of Nominee’s Accomplishments** (1 page)
- **Supporting Information:** Summary Of Nominee’s Accomplishments, including offices and chairmanships held (Maximum: 3 pages)

Application may be sent electronically (bcooken@aol.com). If mailed, must be secured in a folder. No loose pages accepted on hard copies. **NOTE DUE DATE OF February 1 to Director Betty Cookendorfer, 10659 New Biddinger Road. Harrison, OH 45030**

NGC Awards Program *General Scoring Rubric*

Presentation	Maximum Points	5 Total
Cover sheet included with all sections completed	2	
Application adheres to special 5 single page limit (plus cover page application form) as specified in Awards Handbook under SR-4 award description	2	
Application neat and concise	1	

Achievement	Maximum Points	65 Total
Meets NGC Mission & Goals	6	
Scope of project defined	4	
Need identified	7	
Benefit to target (members/recipients/community/etc.)	10	
Accomplishment of goals	8	
Comprehensiveness of work	6	
Activities to attain goals explained	8	
Evaluation of goals reached	4	

Educational	3	
Prior Planning	4	
Very brief history if continuing project (give full credit if not a continuing project)	3	
Other	2	

Participation

15 Total _____

% of member participation from total size possible (may include any type of support given)	12	
Involvement of others (community, government agencies, professionals, youth, facility residents, others)	3	

Documentation (Photocopies permitted)

15 Total _____

Clear, well-labeled, neatly attached photos when applicable	4	
Landscape plan when applicable (give full credit if not applicable)	4	
Financial report	5	
Other (letters of appreciation, community awards, publicity, etc.)	2	

100 Total _____

Region Chairmen Information Determine Region Member of Honor from state applications.

Send winner by February 20 to:

Lynne Ehnert lenhert@wi.rr.com or

W143 N6828 Aspen Drive, Menomonee Falls, WI 53051-0925