

Carolinas District of Circle K International Club Awards Packet 2010-2011

Description

These awards are a wonderful opportunity to recognize the work of your members and board this year. Please read through all guidelines thoroughly to ensure that your club is properly recognized for its achievements at the annual District Convention for the Carolinas District.

Guidelines

- The club and all members reported must be in good standing according to the district and Circle K International.
- Club awards should be completed using information from club minutes, monthly reports to the district, and other club records.
- All awards applied for in this awards packet must be submitted altogether in no more than one binder, not to exceed three inches, keeping the information in accordance with each award listed below. All awards are to be separated by tabs labeled with each award's name. The scoring sheet at the end of each form for each section shall be printed thrice (3 copies) and be placed in the front of each section for use by the award judges. Entries must be legible or those points will not be considered.
- All Club Monthly Reports (CMRs) from April 2010 to January 2011 must be submitted to the District Secretary, Shirlyn Davenport, prior to submission of the binder. Have they been? Yes No
- Unless otherwise indicated, the eligible period for all reported accomplishments is from **April 1, 2010** to **February 15, 2011**.
- The binder will be due on February 25, 2011 at registration by the close of Opening Session at District Convention 2011. No late binders will be accepted for judging.
- All activities reported are to be performed by the club, not individual members' activities as performed out of their own initiative or as members of other school or community groups.
- Decisions are final, and no changes or re-calculations will take place after the results have been certified.
- All information must be accurate. Falsification of information will result in immediate disqualification.

The following individuals certify that all information in this binder is factually correct and is the work of the club. All signatures must be included.

Signed: _____ Date _____
2010-11 Circle K Club President

Signed: _____ Date _____
2010-11 Circle K Club Secretary

Signed: _____ Date _____
2010-11 Circle K Club Faculty Advisor

Signed: _____ Date _____
2010-11 Sponsoring Kiwanis Club President or Kiwanis Advisor

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor and place it in the front of your binder.

Carolinas District of Circle K International Club Awards Packet Certification

Club Name: _____

Permanent Club Mailing Address: _____

Awards Submitted (please arrange binder in the following order as well)

<input type="checkbox"/> Club Achievement
<input type="checkbox"/> Albert Cox Most Improved Club
<input type="checkbox"/> Herbert W. Hennig Single Service Project
<input type="checkbox"/> Lee Hyatt Interclub
<input type="checkbox"/> Lloyd E. Coffey Traditional Club Scrapbook
<input type="checkbox"/> Lloyd E. Coffey Non-Traditional Club Scrapbook
<input type="checkbox"/> Outstanding Club Newsletter
<input type="checkbox"/> Outstanding Club Website
<input type="checkbox"/> Outstanding Club T-shirt Design
<input type="checkbox"/> District Convention Member Mile
<input type="checkbox"/> H.C. Evans Outstanding Kiwanis-Family Relations
<input type="checkbox"/> Vic Vickery Outstanding Kiwanis Sponsorship
<input type="checkbox"/> James G. Griffin Distinguished Kiwanis Advisor
<input type="checkbox"/> Dr. Wayne T. Adams Distinguished Faculty Advisor
<input type="checkbox"/> Robert G. Prongay Distinguished Circle K Member
<input type="checkbox"/> Distinguished Non-Circle K Member
<input type="checkbox"/> Oratorical Contest
<input type="checkbox"/> District Service Project Donation Recognition

Division Determination (the following figure will determine the division in which the club will compete)

Number of Circle K members as reported by Circle K International on:

April 1, 2010 _____ + February 15, 2011 _____ = _____ / 2 = _____

<input type="checkbox"/> Gold Division (61+ Members)	<input type="checkbox"/> Silver Division (36-60 Members)	<input type="checkbox"/> Bronze Division (35 or less Members)
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NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor and place it in the front of your binder.

Club Achievement Award

Club Name: _____

<input type="checkbox"/> Gold Division (61+ Members)	<input type="checkbox"/> Silver Division (36-60 Members)	<input type="checkbox"/> Bronze Division (35 or less Members)
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Description

This award is designed to recognize and honor clubs that have excelled in all aspects of club operation.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- Clubs will be judged against other clubs according to their proper division.
- All clubs that receive 792 points out of the possible 932 points will be recognized as Outstanding Clubs. The highest scoring club per division will be recognized as Distinguished Club.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.
- Total service hours for each activity shall be reported by area: planning, travel, actual project time, and follow-up. A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- Clubs considered to be “active” are those with a minimum of 20 dues-paid members (4-year institutions) or 15 dues-paid members (2-year institutions or schools with less than 1,000 students). [CKI Policy Codes Sec. D7]

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. Circle K Club Administration (762 points possible)			Scoring	Point Total
I. Club Meetings			95 points possible	
1. # of general body meetings held from 4/1/10 to 2/15/11		#	0-9 meetings - 0 pts. 10-17 meetings - 10 pts. 18+ meetings - 20 pts.	
2. # of board meetings held from 4/1/10 to 2/15/11		#	0-6 meetings - 0 pts. 7-12 meetings - 10 pts. 13+ meetings - 20 pts.	
3. # of meetings that were attended by a faculty advisor		#	1 point per meeting, 10 pts. maximum	
4. # of meetings that were attended by a Kiwanis advisor		#	1 point per meeting, 10 pts. maximum	
5. # of meetings that featured a guest speaker/program		#	1 point per meeting, 10 pts. maximum	
6. # of meetings held over academic year breaks/holidays		#	1 point per meeting, 5 pts. maximum	
7. # of special meetings (banquets, ceremonies, etc)		#	1 point per meeting, 5 pts. maximum	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

8. Average general body meeting attendance as a percentage of dues-paid membership (rounded to nearest whole number)		%	0-39% - 0 pts. 40-59% - 5 pts. 60-79% - 10 pts. 80+% - 15 pts.	
II. Club Communications and General Materials			60 points possible	
<i>Does your club have the following:</i>	Y	N		
1. Club Newsletter (minimum of 2)?			If yes, 5 pts.	
2. Club Website?			If yes, 5 pts.	
3. Club Listserv/Reflector?			If yes, 5 pts.	
4. Club Meeting Agendas?			If yes, 5 pts.	
5. Club Banner (official Circle K felt banner)?			If yes, 5 pts.	
6. Club Bell?			If yes, 5 pts.	
7. Club Scrapbook?			If yes, 5 pts.	
8. Club Mascot?			If yes, 5 pts.	
9. Up-to-date Club Bylaws (attach at the end of this form)?			If yes, 10 pts. If yes with attachment, 20 pts.	
III. Club Reports and Public Relations			45 points possible	
<i>Were articles and/or ads from your club membership:</i>	Y	N		
1. Submitted to the District Bulletin Editor?			If yes, 5 pts.	
2. Published in the District Bulletin?			If yes, 5 pts.	
3. Submitted to the CKI Magazine?			If yes, 5 pts.	
4. Published in the CKI Magazine?			If yes, 5 pts.	
5. Submitted to the campus newspaper?			If yes, 5 pts.	
6. Published in the campus newspaper?			If yes, 5 pts.	
7. Submitted to the community newspaper?			If yes, 5 pts.	
8. Published in the community newspaper?			If yes, 5 pts.	
9. Did your club have any publicity through radio/television?			If yes, 5 pts.	
IV. Club Dues Payment			30 points possible	
<i>Was your club considered an "active club" by:</i>	Y	N		
1. October 15, 2010 (early bird dues)?			If yes, 20 pts.	
2. November 30, 2010 (on-time dues)?			If yes, 10 pts.	
V. Events Involvement			57 points possible	
<i>Did your club participate in the following:</i>	Y	N		
1. Lieutenant Governor (LTG) hosted Divisional Event(s) (includes Presidential Council Meetings (PCMs))			If yes, 5 pts.	
2. International Large Scale Service Project (LSSP) 2010			If yes, 10 pts.	
3. International Convention (ICON) 2010			If yes, 10 pts.	
4. Carolinas District Fall District Large Scale Service Project (DLSSP) 2010			If yes, 5 pts.	
5. Carolinas District Fall Call Conference (FCC) 2010			If yes, 5 pts.	
6. Carolinas District Fall Rally (hosted by Key Club) 2010			If yes, 5 pts.	
7. Kiwanis Family Conference (KFC) 2010			If yes, 7 pts.	
8. Y'all Conference 2011			If yes, 10 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

VI. Club Membership			120 points possible		
<i>Education and Development Programs</i>		Y	N		
1.	Did the club provide a special program for new member inductions, including a ceremony and pin presentation?			If yes, 10 pts.	
2.	Did the club provide a formal program for member orientation and education, including new member handbooks and other resources?			If yes, 10 pts.	
<i>Convention Attendance</i>					
1.	How many dues-paid members are registered to attend the 2011 Carolinas District Convention (DCON)?		#	0-1 members - 0 pts. 2-3 members - 5 pts. 4-7 members - 10 pts. 8+ members - 15 pts.	
2.	How many voting delegates are registered to attend the 2011 Carolinas District Convention (DCON)?		#	0 delegates - 0 pts. 1 delegate - 5 pts. 2 delegates - 10 pts.	
3.	How many voting delegates attended the 2010 Circle K International Convention (ICON)?		#	0 delegates - 0 pts. 1 delegate - 5 pts. 2 delegates - 10 pts.	
<i>Membership Activities</i>					
1.	How many club-hosted social activities were held?		#	1-3 events - 5 pts. 4-7 events - 10 pts. 8+ events - 15 pts.	
2.	How many joint meetings were held with other Circle K clubs?		#	1-3 meetings - 5 pts. 4-7 meetings - 10 pts. 8+ meetings - 15 pts.	
3.	How many interclubs with other Circle K clubs did your club attend?		#	1-3 interclubs - 5 pts. 4-7 interclubs - 10 pts. 8+ interclubs - 15 pts.	
<i>Membership Growth</i>					
1.	What is the % increase in the number of dues-paid members over the previous year? (Subtract the current number from last year's number and divide the difference by last year's number. Multiply that value by 100 and round to nearest whole number)		%	Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
VII. Leadership Development				130 points possible	
1.	How many officers & committee chairs attended the Club Officer Training Conference (COTC) 2010? (Do not include elected District Board members)		#	0-1 attendees - 0 pts. 2-3 attendees - 5 pts. 4+ attendees - 10pts.	
		Y	N		
2.	Did an advisor attend COTC 2010?			If yes, 5 pts.	
3.	Did your club hold a leadership retreat?			If yes, 5 pts.	
4.	Were the following committees active this term:	Y	N		
a.	Service Initiative Committee?			If yes, 5 pts.	
b.	Public Relations Committee?			If yes, 5 pts.	
c.	Kiwanis Family Relations Committee?			If yes, 5 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

d. Social Committee?			If yes, 5 pts.	
e. Membership Development & Education Committee?			If yes, 5 pts.	
5. How many additional committees does the club have?		#	1-2 committees – 5 pts. 3-5 committees – 10 pts. 6+ committees – 15 pts.	
6. How many members have served in leadership positions (including club and/or district officers and club and/or district committee chairs) this term?		#	4-10 officers – 5 pts. 11-15 officers – 10 pts. 16+ officers – 15 pts.	
7. How many dues-paid members from the club have held the following positions this term:				
a. Candidate for 2011-2012 International Office		#	5 pts. per at 15 pts. max	
b. District Officer (includes committee chairs)		#	2 pts. per at 10 pts. max	
c. International Officer (includes international and subregion committee chairs)		#	2 pts. per at 10 pts. max	
d. Candidate for 2011-2012 District Office		#	2 pts. per at 10 pts. max	
e. Representative for student government		#	2 pts. per at 10 pts. max	
VIII. Kiwanis Family Involvement			95 points possible	
1. How many Circle K meetings have Kiwanis members attended (not including advisors)		#	1-2 meetings – 5 pts. 3-5 meetings – 10 pts. 6+ meetings – 15 pts.	
2. How many Kiwanis club meetings have your club members attended?		#	1-2 meetings – 5 pts. 3-5 meetings – 10 pts. 6+ meetings – 15 pts.	
3. How many joint service projects has your club conducted with your sponsoring Kiwanis club?		#	1-2 projects – 5 pts. 3-4 projects – 10 pts. 5+ projects – 15 pts.	
4. How many K-Kids, Key Club, Builders Club, or Aktion Club meetings has your club members attended?		#	1-2 meetings – 5 pts. 3-5 meetings – 10 pts. 6+ meetings – 15 pts.	
5. Has your club:	Y	N		
a. Presented a program at a Kiwanis meeting of your sponsoring club?			If yes, 5 pts.	
b. Presented a program at a K-Kids, Key Club, Builders Club, Aktion Club, or Kiwanis (other than your sponsoring one) meeting?			If yes, 5 pts.	
c. Conducted a service project with K-Kids, Key Club, Builders Club, Aktion Club, or Kiwanis Club (other than your sponsoring one)?			If yes, 5 pts.	
d. Conducted an interclub with K-Kids, Key Club, Builders Club, Aktion Club, or Kiwanis Club (other than your sponsoring one)?			If yes, 5 pts.	
e. Joint-sponsored another Kiwanis Family club with your sponsoring Kiwanis Club?			If yes, 10 pts.	
f. Participated in Kiwanis One Day (April 10, 2010)?			If yes, 5 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

IX. Service Projects		130 points possible	
1. How many service hours did your club membership do?	#	Gold Division 1050-1680 hours - 5 pts. 1681-2380 hours - 10 pts. 2381-3080 hours - 15 pts. 3081-3780 hours - 20 pts. 3781+ hours - 25 pts. Silver Division 720-1152 hours - 5 pts. 1153-1632 hours - 10 pts. 1633-2112 hours - 15 pts. 2113-2592 hours - 20 pts. 2593+ hours - 25 pts. Bronze Division 300-480 hours - 5 pts. 481-680 hours - 10 pts. 681-880 hours - 15 pts. 881-1080 hours - 20 pts. 1081+ hours - 25 pts.	
2. How many service projects did your club membership have?	#	0-10 projects - 0 pts. 11-20 projects - 5 pts. 21-30 projects - 10 pts. 31-40 projects - 15 pts. 41-50 projects - 20 pts. 51+ projects - 25 pts.	
3. What is the average number of service hours each member did? (Divide the total service hours by number of members.)	#	0-9 hours - 0 pts. 10-19 hours - 5 pts. 20-24 hours - 10 pts. 25-29 hours - 15 pts. 30-34 hours - 20 pts. 35+ hours - 25 pts.	
4. Provide a typed list in a separate document at the end of this form of all service projects your club has completed during this term. The projects should be organized by month. For a recurring project (ex. daily or weekly projects), treat the project as a single project for each month. Allow only one line per project. Provide the month, project name, number of members participating, and number of service hours produced by the Circle K members during the month (an example is provided below). For recurring projects, if the same member attended the project more than once, count him each time as an additional member (ex. if member A went to project B on the 1 st and 3 rd week of the month for 2 hours each time, this would count as 2 members for a total of 4 hours).		Each project will earn the club 1 point at a maximum of 50 points to be earned. If there is not a list attached or it is not in the right format, the club will be deducted 15 points.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

EXAMPLE: APRIL 2010 Reading Buddies 12 48 School Trash Pick-Up 17 34 MAY 2010 Bake Sale 20 30 Pen Pals 15 35 Reading Buddies 11 44				
	Y	N		
5. Did your club participate in CKI Service Week? (April 4-10, 2010)?			If yes, 5 pts.	
Total Points Section A				

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Circle K Club Involvement (170 points possible)	Scoring	Point Total
<u>I. SERVICE</u> For the following categories, please describe a service project that was scheduled, planned, and completed by your club (not by another club, the District, or International). Include the date of the project, the number of members who participated, and the number of service hours performed. No project can be listed under more than one category. Limit your responses per category to 200 words. Your descriptions should be attached at the end of this form as a separate document with a label to indicate which category each response addresses. If you do not have a project with which you can address one of the categories, please write "N/A" under its label.		100 points possible
1. The CKI Service Initiative, "Focusing on the Future: Children," is a program designed to encourage clubs to be actively involved in the growth and development of children ages 6-13. Give a description of the best project involving the CKI Service Initiative.		20 points possible
2. Give a description of the best service project to the campus.		20 points possible
3. Give a description of the best service project to the community.		20 points possible
4. Give a description of the best joint service project held with your sponsoring Kiwanis Club.		15 points possible
5. Give a description of the best joint service project held with any member of the Kiwanis Family other than the sponsoring Kiwanis Club. (May include other Circle K clubs)		15 points possible
6. Give a description of the best joint service project held with any organization, club, or society on campus.		10 points possible

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

<p><u>II. LEADERSHIP</u> Explain how the club developed the leadership potential of its members and club officers and how the club provided leadership opportunities for Circle K members on campus and in the community. Please limit your response to 200 words total. Your response should be attached as a separate document at the end of this form with proper labeling.</p>		<p><u>30 points possible</u> Leadership potential of its members - 10 pts. Leadership potential of its officers - 10 pts. Opportunities on campus - 5 pts. Opportunities in community - 5pts.</p>	
<p><u>III. FELLOWSHIP</u> Describe how the club promoted fellowship among its members and other Kiwanis Family members. Please limit your response to 200 words total. Your response should be attached as a separate document at the end of this form with proper labeling.</p>		<p><u>20 points possible</u> Fellowship among members - 15 pts. Fellowship among Kiwanis Family members - 5 pts.</p>	
<p><u>IV. KIWANIS FAMILY RELATIONS</u> Describe how the club promoted good Kiwanis Family relations. Be sure to include any Key to College programs and Kiwanis Family events (meetings included) attended. Please limit your response to 200 words total. Your response should be attached as a separate document at the end of this form with proper labeling.</p>		<p><u>20 points possible</u> Kiwanis Family events and programs - 15 pts. Kiwanis Family correspondence - 5 pts. Education to members - 5 pts.</p>	
<p>Total Points Section B</p>			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Club Achievement Award

Name: _____

<input type="checkbox"/> Gold Division (61+ Members)	<input type="checkbox"/> Silver Division (36-60 Members)	<input type="checkbox"/> Bronze Division (35 or less Members)
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NOTE: Judges will enter all scores. Please leave section blank.

	Section A.I	Section A.II	Section A.III	Section A.IV	Section A.V
Points Awarded					

	Section A.VI	Section A.VII	Section A.VIII	Section A.IX	Section A (TOTAL)
Points Awarded					

	Section B.I	Section B.II	Section B.III	Section B.IV	Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Albert Cox Most Improved Club Award

Club Name: _____

Description

This award is designed to acknowledge clubs that have developed into strong groups from a former weak status. However, all clubs should find the worksheet to be helpful in assessing the current progress of the club.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Clubs which have been active for at least 1.5 years prior to District Convention 2011 are eligible to submit entries for this award. Comparisons will be based on differences between the 2009-2010 and 2010-2011 Circle K International administrative years.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.
- Total service hours for each activity shall be reported by area: planning, travel, actual project time, and follow-up. A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- Clubs considered to be “active” are those with a minimum of 20 dues-paid members (4-year institutions) or 15 dues-paid members (2-year institutions or schools with less than 1,000 students). [CKI Policy Codes Sec. D7]

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. Circle K Club Information (665 points possible)			Scoring	Point Total	
<i>For areas where percent increase must be determined, subtract the value in column A from B. Divide the difference by column A's value and multiply by 100. Round to the nearest whole number.</i>			2009 2010 (A)	2010 2011 (B)	
I. Membership			20 points possible		
1. Number of paid members (by 3/31/10 for 2009-2010 year, by 2/15/11 for 2010-2011 year)			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.		
II. Club Dues Payment			20 points possible		
<i>Was your club considered an “active club” by:</i>	Y/N	Y/N			
1. October 15, 2010 (early bird dues)?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

2. November 30, 2010 (on-time dues)?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
III. Club Materials			90 points possible	
<i>Does your club have the following:</i>	Y/N	Y/N		
1. Club Newsletter (minimum of 2)?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
2. Club Website?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
3. Club Listserv/Reflector?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
4. Club Meeting Agendas?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
5. Club Banner (official Circle K felt banner)?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
6. Club Bell?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
7. Club Scrapbook?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
8. Club Mascot?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
9. Up-to-date Club Bylaws (attach at the end of this form)?			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	

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IV. Club Administration			60 points possible	
1. Number of delegates that attended the Circle K International Convention			<i>If increase by:</i> 0 delegates - 0 pts. 1 delegate - 5 pts. 2 delegates - 10 pts.	
2. Number of delegates that attended the Carolinas District Convention			<i>If increase by:</i> 0 delegates - 0 pts. 1 delegate - 5 pts. 2 delegates - 10 pts.	
3. Number of Club Monthly Reports submitted			<i>If increase of:</i> 1 report - 5 pts. 2-4 reports - 10 pts. 5-7 reports - 15 pts. 8+ reports - 20 pts.	
<i>Were Club Monthly Reports (CMRs):</i>	Y/N	Y/N		
1. Submitted			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
2. Submitted on-time (by the 5 th of every month)			If NY, 10 pts. If YY, 5 pts. If NN, 0 pts. If YN, -5 pts.	
V. Membership Attendance			150 points possible	
1. Circle K International LSSP			<i>If increase of:</i> 1 member - 5 pts. 2-4 members - 10 pts. 5+ members - 15 pts.	
2. Circle K International ICON			<i>If increase of:</i> 1 member - 5 pts. 2-4 members - 10 pts. 5+ members - 15 pts.	
3. Carolinas District Fall DLSSP			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	
4. Carolinas District FCC (or equivalent)			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	
5. Fall Rally			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	

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6. Kiwanis Family Conference (KFC)			<i>If increase of:</i> 1 member - 5 pts. 2-4 members - 10 pts. 5+ members - 15 pts.	
7. Y'all Conference			<i>If increase of:</i> 1 member - 5 pts. 2-4 members - 10 pts. 5+ members - 15 pts.	
8. Carolinas District DCON			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	
9. Carolinas District COTC			<i>If increase of:</i> 1 member - 5 pts. 2-4 members - 10 pts. 5+ members - 15 pts.	
10. Divisional Events (including PCMs) (<i>total attendees for all events; if one member attends two different events, he/she is counted twice</i>)			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	
VI. Projects and Activities			135 points possible	
1. Total number of club events			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
2. Average number of members who participated in club events			<i>If increase of:</i> 1-3 members - 5 pts. 4-6 members - 10 pts. 7+ members - 15 pts.	
3. Number of service projects			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
4. Number of service hours			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

5. Number of fundraising projects/events			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
6. Number of social events			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
7. Number of interclubs with other Circle K clubs			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
VII. Finances			30 points possible	
1. Expenditures			If increased, 10 pts.	
2. Income			If increased, 10 pts.	
3. Kiwanis monetary assistance			If increased, 10 pts.	
VIII. Meetings			100 points possible	
1. Number of general body meetings			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
2. Number of board meetings			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
3. Average overall general body meeting attendance			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

4. Average number of guests at general body meetings (include Kiwanis Family members not in your club)			<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
5. Average percentage of members who attended	%	%	<i>If percent increase is:</i> Negative % - 0 pts. 0% - 5 pts. 1-25% - 10 pts. 26-50% - 15 pts. 51+% - 20 pts.	
IX. Kiwanis Family Relations			60 points possible	
1. Number of Kiwanis Family meetings your club has attended (includes sponsoring Kiwanis Club and other Circle K clubs)			<i>If increase of:</i> 1-3 meetings - 5 pts. 4-6 meetings - 10 pts. 7+ meetings - 15 pts.	
2. Number of your club's meetings a member of the Kiwanis Family has attended			<i>If increase of:</i> 1-3 meetings - 5 pts. 4-6 meetings - 10 pts. 7+ meetings - 15 pts.	
3. Number of Kiwanis Family service projects your club has attended (includes sponsoring Kiwanis Club and other Circle K clubs)			<i>If increase of:</i> 1-3 projects - 5 pts. 4-6 projects - 10 pts. 7+ projects - 15 pts.	
4. Number of Kiwanis Family interclubs your club has attended (includes sponsoring Kiwanis Club and other Circle K clubs)			<i>If increase of:</i> 1-3 interclubs - 5 pts. 4-6 interclubs - 10 pts. 7+ interclubs - 15 pts.	
Total Points Section A				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Circle K Club Improvement (150 points possible)	Scoring		Point Total
I. The figures listed above cannot fully display the improvements your club has made. Address at least six (6) of the following eight (8) topics in an essay of no more than 500 words total and how your club improved in these areas this term. Your response should be attached as a separate document at the end of this form.		<u>150 points possible</u> Each topic is worth 25 points at a maximum of six (6) topics being addressed.	
1. Variety of service projects			
2. Service focus areas			
3. Club administration			
4. Meeting facilitation (efficiency, organization, variety, etc)			
5. Campus and community relations (visibility, publicity, etc)			
6. District and International involvement			
7. Club communication			
8. Membership development and education			
Total Points Section B			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Most Improved Club Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section A.I	Section A.II	Section A.III	Section A.IV	Section A.V
Points Awarded					

	Section A.VI	Section A.VII	Section A.VIII	Section A.IX	Section A (TOTAL)
Points Awarded					

	Section B.I				Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Herbert W. Hennig Single Service Project Award

Club Name: _____

<input type="checkbox"/> Gold Division (61+ Members)	<input type="checkbox"/> Silver Division (36-60 Members)	<input type="checkbox"/> Bronze Division (35 or less Members)
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Description

This award is designed to recognize and honor Circle K clubs that have produced the best single project or service during the year through dedication and selfless efforts.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- Clubs will be judged against other clubs according to their proper division.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.
- Total service hours for each activity shall be reported by area: planning, travel, actual project time, and follow-up. A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- A qualifying single service project shall be defined as a club service project, planned, organized and produced by the Circle K club occurring on a single day or consecutive days, or recurring on different days. In the case of a recurring project, it is the same project that must be repeated for the purpose of achieving the same service goal.
- Only one service project may be entered by each club.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. Project Information (285 points possible)		Scoring	Point Total
I. Involvement		285 points possible	
<i>Percentage of membership involved:</i>			
1. Planned	%	0-25% - 5 pts. 26-50% - 10 pts. 51-75% -- pts. 76-99% - 20 pts. 100% - 30 pts.	
2. Attended	%	0-25% - 5 pts. 26-50% - 10 pts. 51-75% -- pts. 76-99% - 20 pts. 100% - 30 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

<i>Service hours involved in:</i>				
1. Planning		#	1 pt. per at 50 pts. max	
2. Travel		#	1 pt. per at 50 pts. max	
3. Actual project		#	1 pt. per at 100 pts. max	
4. Follow-up		#	1 pt. per at 25 pts. max	
Total Points Section A				

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Project Significance (165 points possible)			Scoring	Point Total
I. The figures listed above cannot fully display the work your club has put into your project. Address the following six (6) topics in responses of no more than 2,000 words total with each section labeled properly by topic and marked with word count. Your response should be attached as a separate document at the end of this form.			165 points possible	
1. Need for the project (Describe why this project was necessary.)			35 points possible	
2. Planning and execution of the project (Describe the necessary planning involved and what actually happened during the execution of the project.)			50 points possible	
3. Club participation (Describe club participation in the project and include any outside participation such as Kiwanis Family members, community members, or other organizations.)			25 points possible	
4. Publicity (Describe the way in which the publicity was arranged for the project. Was a description of the project submitted to the District bulletin and Circle K International magazine?)			20 points possible	
5. Evaluation of the project (Describe the project's merit to the campus and community served.)			25 points possible	
6. Relationship to Circle K International Service Initiative (Describe how, if at all, the project was related to "Focusing on the Future: Children.")			20 points possible	
Total Points Section B				

Section C of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

C. Supplementary Materials (50 points possible)			Scoring	Point Total
I. A maximum of five (5) supplementary materials may be included as separate documents at the end of this form.			50 points possible	
Total Points Section C				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Herbert W. Hennig Single Service Project Award

Name: _____

<input type="checkbox"/> Gold Division (61+ Members)	<input type="checkbox"/> Silver Division (36-60 Members)	<input type="checkbox"/> Bronze Division (35 or less Members)
--	--	---

NOTE: Judges will enter all scores. Please leave section blank.

Section A.I					Section A (TOTAL)
Points Awarded					

Section B.I	Section B.I				Section B (TOTAL)
Points Awarded	1.	4.			
	2.	5.			
	3.	6.			

Section C.I					Section C (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Lee Hyatt Interclub Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have demonstrated excellence in the area of interclubbing with other Circle K clubs. These can include participation at divisional events but do not include those hosted by the Carolinas District or Circle K International.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- Total service hours for each activity shall be reported by area: planning, travel, actual project time, and follow-up. A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- Clubs considered to be “active” are those with a minimum of 20 dues-paid members (4-year institutions) or 15 dues-paid members (2-year institutions or schools with less than 1,000 students). [CKI Policy Codes Sec. D7]
- An interclub is an event done with at least one other Circle K club. For an event to count as an interclub, a certain number of members must attend from each club -
 - a. At least two (2) members from a club of less than 20 dues-paid members
 - b. At least three (3) members from a club of 20-30 dues-paid members
 - c. At least four (4) members from a club of 31 or more dues-paid members
- Contact District Secretary, Shirlyn Davenport, if you are not sure of the total membership of the club with whom you were interclubbing to ensure that the event in question qualifies.

This award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

Circle K Club Interclubs	Scoring	Point Total
<p>Provide a typed list of each interclub event in which your club participated. A template is provided below with all of the information which must be included for each entry on the list. Your list should be attached as a separate document at the end of this form.</p> <p>1. Date of event: Clubs involved (list all clubs): Total # of members that attended (from each club): Type of event: Brief description of event (25 words max.):</p>	<p>Each event is worth 10 pts. Each additional member from your club over the minimum requirement is worth 1 pt.</p>	
Total Points		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Lee Hyatt Interclub Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Event 1	Event 2	Event 3	Event 4	Event 5
Points Awarded					

	Event 6	Event 7	Event 8	Event 9	Event 10
Points Awarded					

	Event 11	Event 12	Event 13	Event 14	Event 15
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Lloyd E. Coffey Traditional Club Scrapbook Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have produced a high quality scrapbook chronicling their activities.

Guidelines

- The size of the scrapbook shall not exceed 18” x 27”. In the case of irregularly shaped scrapbooks, the dimensions of the cover are not to exceed 468 square inches.
- No audio-visual or computer equipment are allowed as part of the entry for the traditional scrapbook.
- The time period covered by the scrapbook shall be from District Convention 2010 to submission on February 25, 2011.

This award will be scored by the Judges. Do NOT score this award! Any unauthorized markings will lead to disqualification of this award.

Circle K Club Scrapbook (120 points possible)			Scoring	Point Total
I. General Content			60 points possible	
1.	Service to campus		10 points possible	
2.	Service to community		10 points possible	
3.	Fundraising		10 points possible	
4.	Kiwanis Family		10 points possible	
5.	Service Initiative			
6.	Miscellaneous			
a.	Club Board of Officers		2 points possible	
b.	Meetings		2 points possible	
c.	Socials		2 points possible	
d.	Special events (banquets, ceremonies, etc)		2 points possible	
e.	District & International events		2 points possible	
II. Organization of Material			30 points possible	
1.	Logical order (chronological or other)		15 points possible	
2.	Proper labeling of each page/event		15 points possible	
III. Originality			30 points possible	
1.	Creativity/uniqueness		10 points possible	
2.	Artistic value		10 points possible	
3.	Use of an overall theme		10 points possible	
Total Points				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Lloyd E. Coffey Traditional Club Scrapbook Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section I	Section I	Section II	Section III	TOTAL SCORE
Points Awarded	1.	4.	1.	1.	
	2.	5.	2.	2.	
	3.	6.		3.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Lloyd E. Coffey Non-Traditional Club Scrapbook Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have produced a high quality scrapbook chronicling their activities.

Guidelines

- The size of the scrapbook is not limited to any size or format.
- Audio-visual and computer equipment are allowed as part of the entry for the traditional scrapbook. The club entering the scrapbook shall be responsible for all supplemental materials related to the entry.
- The time period covered by the scrapbook shall be from District Convention 2010 to submission on February 25, 2011.

This award will be scored by the Judges. Do NOT score this award! Any unauthorized markings will lead to disqualification of this award.

Circle K Club Scrapbook (120 points possible)			Scoring	Point Total
I. General Content			60 points possible	
1.	Service to campus		10 points possible	
2.	Service to community		10 points possible	
3.	Fundraising		10 points possible	
4.	Kiwanis Family		10 points possible	
5.	Service Initiative		10 points possible	
6.	Miscellaneous			
a.	Club Board of Officers		2 points possible	
b.	Meetings		2 points possible	
c.	Socials		2 points possible	
d.	Special events (banquets, ceremonies, etc)		2 points possible	
e.	District & International events		2 points possible	
II. Organization of Material			30 points possible	
1.	Logical order (chronological or other)		15 points possible	
2.	Proper labeling of each page/event		15 points possible	
III. Originality			30 points possible	
1.	Creativity/uniqueness		10 points possible	
2.	Artistic value		10 points possible	
3.	Use of an overall theme		10 points possible	
Total Points				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Lloyd E. Coffey Non-Traditional Club Scrapbook Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section I	Section I	Section II	Section III	TOTAL SCORE
Points Awarded	1.	4.	1.	1.	
	2.	5.	2.	2.	
	3.	6.		3.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Outstanding Club Newsletter Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have produced a high quality newsletter, on a regular basis, providing an effective communication tool for the club and its members.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- All phases of the publications, except for professional services required for printing, must have been performed by a Circle K member or members who are in good standing with the Carolinas District and Circle K International. Non-members may only act in an advisory capacity.
- One copy of each newsletter must be attached as a separate document to the end of this form.
- Clubs must have produced and distributed a minimum of two (2) newsletters in the Circle K International administrative year to be eligible.
- To qualify for the International Club Newsletter Award, a minimum of four (4) issues must have been published. Additionally, content to qualify should also include club building, recruitment and retention, and information on the Tomorrow Fund.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (100 points possible)			Scoring	Point Total
I. Data			20 points possible	
1. Number of issues produced		#	0-1 issues - 0 pts. 2-4 issues - 5 pts. 5+ issues - 10pts.	
2. Average number of pages per issue		#	1-2 pages - 0 pts. 3-5 pages - 5 pts. 6+ pages - 10 pts.	
3. Number of copies distributed		#	No point value	
4. Cost per issue			No point value	
II. Content			20 points possible	
<i>Did each issue include:</i>	Y	N		
1. Calendar of events (including District and International events)?			If yes, 5 pts.	
2. List of club leadership contact information?			If yes, 5 pts.	
3. District and International information/news?			If yes, 10 pts.	
III. Distribution			60 points possible	
<i>Was a copy of each issue:</i>	Y	N		
1. Available for all members of your club?			If yes, 10 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

2. Sent to your faculty advisor?			If yes, 5 pts.	
3. Sent to your Kiwanis advisor?			If yes, 5 pts.	
4. Sent to your sponsoring Kiwanis club?			If yes, 5 pts.	
5. Sent to your Lieutenant Governor?			If yes, 5 pts.	
6. Sent to the District Bulletin Editor?			If yes, 5 pts.	
7. Sent to the Governor?			If yes, 5 pts.	
8. Sent to your International representative?			If yes, 5 pts.	
9. Sent to the District Administrator?			If yes, 5 pts.	
10. Sent to the International President?			If yes, 5 pts.	
11. Sent to other Kiwanis-Family members?			If yes, 5 pts.	
Total Points Section A				

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Appearance and Content (150 points possible)			Scoring	Point Total
I. General Appearance			60 points possible	
1. Layout (consistent, neat, easy to read)			10 points possible	
2. Use of graphic standards			10 points possible	
3. Use of images			10 points possible	
4. Originality			15 points possible	
5. Conciseness and effectiveness for audience			15 points possible	
II. Content			90 points possible	
1. Service projects			25 points possible	
2. Service Initiative			10 points possible	
3. Fundraising			10 points possible	
4. Socials			10 points possible	
5. Kiwanis Family			15 points possible	
6. Extra content (member encouragement, articles, school news, interactive pieces, etc)			20 points possible	
Total Points Section B				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Outstanding Club Newsletter Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section A.I	Section A.II	Section A.III		Section A (TOTAL)
Points Awarded					

	Section B.I	Section B.I	Section B.II	Section B.II	Section B (TOTAL)
Points Awarded	1.	4.	1.	4.	
	2.	5.	2.	5.	
	3.		3.	6.	

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Outstanding Club Website Award

Club Name: _____

Club Website Address: _____

Description

This award is designed to recognize and honor Circle K clubs that have produced a high quality website which is able to deliver valuable information to members and non-members.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- All phases of the website, except for professional services required for hosting, must have been performed by a Circle K member or members who are in good standing with the Carolinas District and Circle K International. Non-members may only act in an advisory capacity.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (75 points possible)		Scoring	Point Total
I. Maintenance and Content		75 points possible	
How often is the site updated (weekly, bi-weekly, monthly, annually)?		Weekly - 15 pts. Bi-weekly - 10 pts. Monthly - 5pts. Annually - 0 pts.	
Does your site:	Y N		
1. Contain a list/calendar of upcoming events?		If yes, 10 pts.	
2. Give the location and time of your club meetings?		If yes, 10 pts.	
3. Contain general Circle K information (ex. the pledge, tenets, structure, etc)?		If yes, 10 pts.	
4. List club officers and their contact information?		If yes, 5 pts.	
5. Include pictures of the club and its events?		If yes, 5 pts.	
6. Include club resources (ex. minutes, applications, etc)?		If yes, 5 pts.	
7. Link to the Carolinas District website?		If yes, 5 pts.	
8. Link to the Circle K International website?		If yes, 5 pts.	
9. Link to other Kiwanis Family sites (ex. sponsoring Kiwanis club, etc)?		If yes, 5 pts.	
Total Points Section A			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Appearance and Organization (90 points possible)		Scoring	Point Total
I. General Appearance		25 points possible	
1. Use of graphics		5 points possible	
2. Use of font (legibility)		5 points possible	
3. Use of color		5 points possible	
4. Overall design		10 points possible	
II. Organization		40 points possible	
1. Intuitive site organization		20 points possible	
2. Ease of navigation		20 points possible	
III. Features		25 points possible	
Choose five (5) features that make your website unique and useful to your members. Provide a description of each feature with an explanation on how its inclusion in the website enhances the user's experience and knowledge. Features such as a service hour database, contact form, forum section, and so forth are examples of features you may think of describing. Please limit your responses to 100 words per feature at a total of no more than 500 words. Your response should be attached as a separate document at the end of this form and labeled properly.		Each feature described is 5 points at a maximum of five (5) features described for 25 points.	
Total Points Section B			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Outstanding Club Website Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A.I					Section A (TOTAL)
Points Awarded					

	Section B.I	Section B.I	Section B.II	Section B.III	Section B (TOTAL)
Points Awarded	1.	3.	1.		
	2.	4.	2.		

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Outstanding Club T-Shirt Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have produced a high quality t-shirt with creativity, relevance, and talent.

Guidelines

- All phases of the design, except for professional services required for printing, must have been performed by a Circle K member or members who are in good standing with the Carolinas District and Circle K International. Non-members may only act in an advisory capacity.
- A club may submit more than one entry. Each entry requires a separate application form. All entries are eligible to receive this award even if submitted by the same school.
- A photograph or digital image of the t-shirt showing the design (front and back) will count as an entry provided that it is attached as a separate document. An actual t-shirt does not have to be submitted but will be accepted.

This award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

Circle K Club T-shirt (100 points possible)			Scoring	Point Total
I. General Appearance			40 points possible	
1. Originality			15 points possible	
2. Aesthetics (color, layout, etc)			10 points possible	
3. Creativity			10 points possible	
4. Complexity			5 points possible	
II. Information			30 points possible	
<i>Does the t-shirt include the following:</i>			Y	N
1. Circle K International's tenets				
a. Service			If yes, 5 pts.	
b. Leadership			If yes, 5 pts.	
c. Fellowship			If yes, 5 pts.	
2. Circle K insignia/logo(s)			If yes, 10 pts.	
3. Club name			If yes, 5 pts.	
III. Relevance			30 points possible	
Provide a description of the reason your shirt was produced. Please limit your responses to 200 words. Your response should be attached as a separate document at the end of this form.				
Total Points				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Outstanding Club T-Shirt Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section I	Section I	Section II	Section III	TOTAL SCORE
Points Awarded	1.	4.	1.		
	2.		2.		
	3.		3.		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

District Convention Member Mile Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have traveled the furthest to District Convention 2011 with the greatest percentage of its Circle K dues-paid membership.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Because the number of attendees will not be known until the club has arrived at convention, this award form does not have to be typed.
- The number used in determining percentage will be the number of attendees who physically show up to District Convention divided by the club membership.

This award will not be scored. The club with the highest final number will win. Judges will double-check your calculations to ensure that your totals were recorded properly.

Member Mileage		Total
Address of the District Convention 2011 hotel	201 Harrison Oaks Boulevard Cary, NC 27513	
Mailing address of club or university's student union		
Miles traveled to District Convention 2011 hotel		
Percentage of club membership attending District Convention (in decimal form)	Attendees: _____ Membership: _____	
Total Member Mileage (multiply miles traveled by % attending)		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

H.C. Evans Outstanding Kiwanis Family Relations Award

Club Name: _____

Description

This award is designed to recognize and honor Circle K clubs that have participated in activities and events to enhance Kiwanis Family relations. Dedication need not be limited solely to the sponsoring Kiwanis club or sponsored clubs.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.
- Total service hours for each activity shall be reported by area: planning, travel, actual project time, and follow-up. A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- An interclub is an event done with at least one other Kiwanis Family club. For an event to count as an interclub, a certain number of members must attend from each club -
 - a. At least two (2) members from a club of less than 20 dues-paid members
 - b. At least three (3) members from a club of 20-30 dues-paid members
 - c. At least four (4) members from a club of 31 or more dues-paid members
- Contact District Secretary, Shirlyn Davenport, if you are not sure of the total membership of the Circle K club with whom you were interclubbing to ensure that the event in question qualifies. Contact the appropriate club presidents of other Kiwanis Family clubs with whom you were interclubbing.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (40 points possible)			Scoring	Point Total
I. Attendance			40 points possible	
1. Number of Kiwanis Family meetings your club has attended		#	1-3 meetings - 0 pts. 4-7 meetings - 5 pts. 8+ meetings - 10pts.	
2. Number of Kiwanis Family service projects your club has attended		#	1 project - 0 pts. 2-3 projects - 5 pts. 4+ projects - 10 pts.	
3. Number of Kiwanis Family interclubs your club has attended		#	1-4 interclubs - 0 pts. 5-8 interclubs - 5 pts. 9+ interclubs - 10pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

<i>Did your club participate in:</i>	Y	N	
1. Kiwanis One Day (April 10, 2010)?			If yes, 5 pts.
2. Kiwanis Family Conference?			If yes, 5 pts.
Total Points Section A			

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Circle K Club Involvement (60 points possible)		Scoring	Point Total
I. The figures listed above cannot fully display the relations your club has made. Address at least three (3) of the following four (4) topics in responses of no more than 200 words each. Your responses should be attached as a separate document at the end of this form and properly labeled.		3 responses at 20 points maximum per, 60 total points possible	
1. Kiwanis Family Service Projects (List and briefly describe all Kiwanis Family service projects. Indicate the club's involvement and which members of the Kiwanis Family participated.)		<u>20 points possible</u> List and descriptions - 5 pts. Kiwanis Family participation - 5 pts. Club involvement - 10 pts.	
2. Key to College Program (Explain how the club implemented the program and the results of the program.)		<u>20 points possible</u> Program implementation - 10 pts. Program planning - 5 pts. Program results - 5 pts.	
3. Kiwanis Family Special Events, Conferences, and Conventions (Describe all special events organized for the purpose of promoting Kiwanis Family relations and the involvement of the club in each.)		<u>20 points possible</u> List and descriptions - 5 pts. Club involvement - 5 pts. Purpose and participation - 10 pts.	
4. Kiwanis Family Interclubs (List and briefly describe all interclubs [includes meeting attendance] with Kiwanis Family organizations other than Circle K. Indicate the level of involvement of the club.)		<u>20 points possible</u> List and descriptions - 5 pts. Kiwanis Family participation - 5 pts. Club involvement - 10 pts.	
Total Points Section B			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – H.C. Evans Outstanding Kiwanis Family Relations Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A. I					Section A (TOTAL)
Points Awarded					

Section B.I	Section B.I	Section B.I	Section B.I	Section B (TOTAL)	
Points Awarded	1.	2.	3.	4.	

TOTAL SCORE				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Vic Vickery Outstanding Kiwanis Sponsorship Award

Club Name: _____

Sponsoring Kiwanis Club Name: _____

Description

This award is designed to recognize and honor sponsoring Kiwanis clubs that have provided exception support to its sponsored Circle K club.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.
- Contributions that were made to sponsor only the activities of the 2010-2011 Circle K administrative year are to be considered (ex. a donation given in March for a project in May would be eligible).
- An interclub is an event done with at least one other Kiwanis Family club. For an event to count as an interclub, a certain number of members must attend from each club -
 - a. At least two (2) members from a club of less than 20 dues-paid members
 - b. At least three (3) members from a club of 20-30 dues-paid members
 - c. At least four (4) members from a club of 31 or more dues-paid members

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (200 points possible)			Scoring	Point Total
I. Attendance			200 points possible	
1. Number of Kiwanis club meetings your club attended		#	5 pts. per at 25 pts, max.	
2. Number of Circle K meetings your Kiwanis attended		#	5 pts. per at 25 pts, max.	
3. Number of joint Kiwanis-Circle K meetings held (minimum of 4 members per club)		#	5 pts. per at 25 pts, max.	
4. Number of joint Kiwanis-Circle K board meetings held		#	5 pts. per at 25 pts, max.	
5. Number of joint Kiwanis-Circle K service projects held (minimum of 4 members per club)		#	5 pts. per at 25 pts, max.	
6. Number of joint Kiwanis-Circle K fundraisers held (minimum of 4 members per club)		#	5 pts. per at 25 pts, max.	
7. Number of joint Kiwanis-Circle K socials held (minimum of 4 members per club)		#	5 pts. per at 25 pts, max.	
Total Points Section A				

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Involvement (160 points possible)	Scoring	Point Total
<p>I. The figures listed above cannot fully display the relations your sponsoring Kiwanis club has made. In an essay of no more than 500 words, please describe what makes your sponsoring Kiwanis club outstanding and how its involvement has enhanced your Circle K club's experience. Your responses should be attached as a separate document at the end of this form.</p>	<p><u>160 total points possible</u> Mentorship - 25 pts. Collaboration between boards of officers - 25 pts. Attendance, Programming, and Participation - 25 pts. Interclub/Event Implementation - 25 pts. Efforts for Unity - 25 pts. Financial Sponsorship - 15 pts. Above & Beyond - 20 pts.</p>	
Total Points Section B		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Vic Vickery Outstanding Kiwanis Sponsorship Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A. I					Section A (TOTAL)
Points Awarded					

Section B.I					Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

James G. Griffin Outstanding Kiwanis Advisor Award

Club Name: _____
 Sponsoring Kiwanis Club Name: _____
 Candidate's Name: _____

Description

This award is designed to recognize and honor Kiwanis advisors who have contributed the most to the betterment of Circle K. This is an award given on the basis of contributions over more than one year and, accordingly, is an award given for life and can only be awarded to a person once. The award may cover any contributions made by the candidate to Circle K with an emphasis on contributions made during the current Circle K administrative year.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (240 points possible)			Scoring	Point Total
I. Attendance			240 points possible	
1. Percentage of Circle K club meetings attended		%	0-24% - 5 pts. 25-49% - 10 pts. 50-74% - 15 pts. 75-99% -20 pts. 100% - 25 pts.	
2. Number of service projects attended in 2010-2011 term			5 pts. per at 50 pts. max	
3. Number of socials attended in 2010-2011 term			5 pts. per at 25 pts. max	
4. Number of fundraisers attended in 2010-2011 term			5 pts. per at 25 pts. max	
5. Number of special events (ceremonies, banquets, etc) attended in 2010-2011 term			5 pts. per at 20 pts. max	
<i>Did the advisor attend:</i>	Y	N		
1. Carolinas District COTC 2010			If yes, 5 pts.	
2. Circle K International LSSP 2010			If yes, 10 pts.	
3. Circle K International ICON 2010			If yes, 10 pts.	
4. Carolinas District Fall DLSSP 2010			If yes, 5 pts.	
5. Carolinas District FCC 2010			If yes, 5 pts.	
6. Kiwanis Carolinas District Fall Rally 2010			If yes, 5 pts.	
7. Kiwanis Family Conference 2010			If yes, 10 pts.	
8. Y'ALL Conference 2011			If yes, 10 pts.	
9. Carolinas District Convention 2011			If yes, 15pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

10. Divisional Events (including PCMs)		5 pts. per at 20 pts. max	
Total Points Section A			

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Involvement (60 points possible)	Scoring	Point Total
<p>I. The figures listed above cannot fully display the relations your Kiwanis advisor has made. In an essay of no more than 500 words, please describe what makes your Kiwanis advisor outstanding and how his/her involvement has enhanced your Circle K club's experience. Your responses should be attached as a separate document at the end of this form.</p>	<p><u>60 total points possible</u> Meeting participation - 10 pts. Event participation - 10 pts. Club leadership collaboration - 10 pts. Positive relationship promotion between Kiwanis and Circle K clubs - 10 pts. Kiwanis Family relationship education - 10 pts. Above & beyond - 10 pts.</p>	
Total Points Section B		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – James G. Griffin Outstanding Kiwanis Advisor Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A. I					Section A (TOTAL)
Points Awarded					

Section B.I					Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Wayne T. Adams Outstanding Faculty Advisor Award

Club Name: _____

Candidate's Name: _____

Description

This award is designed to recognize and honor faculty advisors who have contributed the most to the betterment of Circle K. This is an award given on the basis of contributions over more than one year and, accordingly, is an award given for life and can only be awarded to a person once. The award may cover any contributions made by the candidate to Circle K with an emphasis on contributions made during the current Circle K administrative year.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply to your club, please write “N/A” in the space provided.

Section A of this award will be scored by the applicant. See the “Scoring” column for reference on how to properly record your points and put down the total in the “Point Totals” column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (240 points possible)			Scoring	Point Total
I. Attendance			240 points possible	
1. Percentage of Circle K club meetings attended		%	0-24% - 5 pts. 25-49% - 10 pts. 50-74% - 15 pts. 75-99% -20 pts. 100% - 25 pts.	
2. Number of service projects attended in 2010-2011 term			5 pts. per at 50 pts. max	
3. Number of socials attended in 2010-2011 term			5 pts. per at 25 pts. max	
4. Number of fundraisers attended in 2010-2011 term			5 pts. per at 25 pts. max	
5. Number of special events (ceremonies, banquets, etc) attended in 2010-2011 term			5 pts. per at 20 pts. max	
<i>Did the advisor attend:</i>	Y	N		
1. Carolinas District COTC 2010			If yes, 5 pts.	
2. Circle K International LSSP 2010			If yes, 10 pts.	
3. Circle K International ICON 2010			If yes, 10 pts.	
4. Carolinas District Fall DLSSP 2010			If yes, 5 pts.	
5. Carolinas District FCC 2010			If yes, 5 pts.	
6. Kiwanis Carolinas District Fall Rally 2010			If yes, 5 pts.	
7. Kiwanis Family Conference 2010			If yes, 10 pts.	
8. Y'ALL Conference 2011			If yes, 10 pts.	
9. Carolinas District Convention 2011			If yes, 15pts.	
10. Divisional Events (including PCMs)			5 pts. per at 20 pts. max	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Total Points Section A	
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Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Involvement (60 points possible)	Scoring	Point Total
<p>I. The figures listed above cannot fully display the relations your faculty advisor has made. In an essay of no more than 500 words, please describe what makes your faculty advisor outstanding and how his/her involvement has enhanced your Circle K club's experience. Your responses should be attached as a separate document at the end of this form.</p>	<p><u>60 total points possible</u> Meeting participation - 10 pts. Event participation - 10 pts. Club leadership collaboration - 10 pts. Positive relationship promotion between the campus and Circle K club - 10 pts. Campus relationship education - 10 pts. Above & beyond - 10 pts.</p>	
Total Points Section B		



NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Wayne T. Adams Outstanding Faculty Advisor Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A. I					Section A (TOTAL)
Points Awarded					

Section B.I					Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Robert G. Prongay Distinguished Circle K Member Award

Club Name: _____

Candidate's Name: _____

Description

This award is designed to recognize and honor a club member who has contributed greatly to his/her Circle K club. This member's activities should exemplify the vision of Circle K International.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as "cooperated," "aided," "assisted," etc, where applicable.
- In any area or question that does not apply, please write "N/A" in the space provided.
- A service hour is sixty (60) minutes of work performed by a member of a CKI club on a service project approved by the club or club board of officers.
- A club may nominate one member for this award and the nominee cannot hold an elected office in Circle K.
- All nominees that receive 553 points out of the possible 650 points will be recognized as Outstanding Circle K Members. The highest scoring member will be the recipient of the award.
- The nominee must have complied with all aspects of the International, District and Club Bylaws and be in good standing. The home club must also be in good standing with the Carolinas District and Circle K International.

Qualifying Criteria

- Did the member pay dues by December 1? Yes No
- Did the club member meet or surpass his/her home club minimum membership requirements? Yes No
- Does the nominee hold an elected office in Circle K? Yes No

Section A of this award will be scored by the nominator. See the "Scoring" column for reference on how to properly record points and put down the total in the "Point Totals" column. Judges will double-check your scoring to ensure that your totals were recorded properly.

A. General Information (points possible)			Scoring	Point Total
I. Membership & Involvement			20 points possible	
<i>Is the member:</i>	Y	N		
1. A new member (2010 dues were first ever paid)?			If yes, 5 pts.	
2. A club committee chair?			If yes, 5 pts.	
3. A district (sub-) committee chair?			If yes, 5 pts.	
4. A member of an International or subregion committee?			If yes, 5 pts.	
II. Club Attendance			125 points possible	
1. Percentage of club meetings attended		%	0-79% - 0 pts. 80-89% - 10 pts. 90-99% - 20 pts. 100% - 30 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

2. Number of club service projects attended		#	0-4 projects - 0 pts. 5-10 projects - 5 pts. 11-15 projects - 10 pts. 20+ projects - 15 pts.	
3. Percentage of club service projects attended		%	0-25% - 0 pts. 26-50% - 5 pts. 51-75% - 10 pts. 76-99% - 15pts. 100% - 20 pts.	
4. Number of club socials attended		#	0-1 socials - 0 pts. 2-4 socials - 5 pts. 5+ socials - 10 pts.	
5. Percentage of club socials attended		%	0-25% - 0 pts. 26-50% - 5 pts. 51-75% - 10 pts. 76-99% - 15pts. 100% - 20 pts.	
6. Number of club fundraisers attended		#	0-1 fundraisers - 0 pts. 2-4 fundraisers - 5 pts. 5+ fundraisers - 10 pts.	
7. Percentage of club fundraisers attended		%	0-25% - 0 pts. 26-50% - 5 pts. 51-75% - 10 pts. 76-99% - 15pts. 100% - 20 pts.	
III. Event Attendance			45 points possible	
<i>Did the member attend the following:</i>	Y	N		
1. Circle K International LSSP 2010			If yes, 5 points	
2. Circle K International ICON 2010			If yes, 5 points	
3. Carolinas District Fall DLSSP 2010			If yes, 5 points	
4. Carolinas District FCC 2010			If yes, 5 points	
5. Carolinas District Fall Rally (hosted by Key Club) 2010			If yes, 5 points	
6. Kiwanis Family Conference (KFC) 2010			If yes, 5 points	
7. Y'all Conference 2011			If yes, 5 points	
8. Carolinas District Convention 2011			If yes, 5 points	
9. LTG-hosted Divisional Event(s)			If yes, 5 points	
IV. Service			250 points possible	
1. Number of service hours served		#	1 pt. per hour, maximum 250 pts.	
V. Kiwanis Family Involvement			60 points possible	
1. Number of Kiwanis meetings attended		#	0-1 meetings - 0 pts. 2-3 meetings - 5 pts. 4+ meetings - 10 pts.	

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

2. Number of Key Club meetings attended	#	0 meetings - 0 pts. 1-2 meetings - 5 pts. 3+ meetings - 10 pts.	
3. Number of other Kiwanis Family meetings attended (not including other Circle K clubs)	#	0 meetings - 0 pts. 1-2 meetings - 5 pts. 3+ meetings - 10 pts.	
4. Number of Kiwanis projects/events attended	#	0 events - 0 pts. 1-2 events - 5 pts. 3+ events - 10 pts.	
5. Number of Key Club projects/events attended	#	0 events - 0 pts. 1-2 events - 5 pts. 3+ events - 10 pts.	
6. Number of other Kiwanis Family projects/events attended (not including other Circle K clubs)	#	0 events - 0 pts. 1-2 events - 5 pts. 3+ events - 10 pts.	
Total Points Section A			

Section B of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

B. Letter of Recommendation (150 points possible)	Scoring	Point Total
<p>I. The figures listed above cannot fully display the contributions this member has made. In an essay of no more than 500 words written by the <u>club president</u>, please describe what makes this member outstanding and how his/her involvement has enhanced your Circle K club's experience. Your responses should be attached as a separate document at the end of this form.</p>	<p><u>150 total points possible</u> Club activities and meetings - 35 pts. District and International event participation - 25 pts. Participation in one particular project and how the member motivated others to participate - 30 pts. In being an active leader in the club - 30 pts. Promotion of fellowship among members - 30 pts.</p>	
Total Points Section B		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Robert G. Prongay Distinguished Circle K Member Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section A.I	Section A.II	Section A.III	Section A.IV	
Points Awarded					

	Section A.V				Section A (TOTAL)
Points Awarded					

	Section B.I				Section B (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Distinguished Non-Circle K Member Award

Club Name: _____

Candidate's Name: _____

Description

This award is designed to recognize and honor a non-Circle K member who has contributed greatly to and made a significant impact on the Circle K club.

Guidelines

- All guidelines presented in the Club Awards Packet section are applicable.
- Use specific statements showing definite accomplishments, stating the exact participation by the club, such as “cooperated,” “aided,” “assisted,” etc, where applicable.
- In any area or question that does not apply, please write “N/A” in the space provided.
- A club may nominate one non-Circle K member for this award.
- The highest scoring nominee will be the recipient of the award.

Section A of this award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

A. Letter of Recommendation (100 points possible)	Scoring	Point Total
I. Explain why your nominee should be recognized as a Distinguished Non-Circle K Member. Be specific in your answer giving quantitative information when available. The club president must sign the essay, signifying that all information is correct, if he/she is not the nominator. The essay will be of no more than 500 words. Your responses should be attached as a separate document at the end of this form.	<u>100 total points possible</u>	
Total Points Section A		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Distinguished Non-Circle K Member Award

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

Section A.I					Section A (TOTAL)
Points Awarded					

					TOTAL SCORE

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Oratorical Contest

Club Name: _____

Competitor's Name: _____

Description

This contest is designed to encourage Circle K members to share their attitudes, beliefs, and experiences regarding the organization through a prepared speech, develop public speaking skills, and provide inspiration.

Guidelines

- The competition will be held Saturday afternoon. The exact time and location will be announced during Opening Session on February 25, 2011. Judging will be open to the public.
- A club may submit more than one orator. Each orator requires a separate application form.
- The presentation must be original and completely developed by the orator, who must be a member in good standing according to the Carolinas District and Circle K International.
- Each orator will be allowed a maximum of seven (7) minutes for the presentation. No more than two (2) of the seven (7) minutes can be used for presenting quotations.
- Each orator must attach a complete manuscript of the oration, in English, to the end of this form.
- Each orator may use notes on index cards no larger than 5" x 7".
- The first place winner will present his/her oration during the awards ceremony on Saturday night. Second and third place winners will be recognized but will not present their orations.
- The topic of District Convention 2011 is **“The three levels of Circle K (club, district, and international) work together to better its members’ experiences. Explain how these three levels have helped you embrace the Circle K International motto of “Live to Serve, Love to Serve” in your everyday life.”**

This award will be scored by the Judges. Do NOT score this section of the award! Any unauthorized markings will lead to disqualification of this award.

Circle K Oratorical Contest (100 points possible)		Scoring	Point Total
I. Speech		75 points possible	
1. Clarity of message and projection of idea		20 points possible	
2. Organization		20 points possible	
3. Originality		10 points possible	
4. Depth		10 points possible	
5. Grammar and word choice		10 points possible	
6. Answers prompt		5 points possible	
II. Delivery		25 points possible	
1. Posture (composure, gestures, etc)		10 points possible	
2. Voice (tone, effectiveness, pronunciation, volume, etc)		10 points possible	
3. Attention of Audience		5 points possible	
Total Points			

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

Judging Sheet – Oratorical Contest

Name: _____

NOTE: Judges will enter all scores. Please leave section blank.

	Section I	Section I	Section II		TOTAL SCORE
Points Awarded	1.	4.	1.		
	2.	5.	2.		
	3.	6.	3.		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.

District Service Project Donation Recognition

Club Name: _____

Description

District Service Project Donation recognition is designed to recognize a club's participation in the district service project on a monetary basis.

Guidelines

- The District Service Project for the 2010-2011 year is the Boys and Girls Homes of Lake Waccamaw.
- All clubs that qualify will receive recognition for their generous contributions to the District Service Project.
- The time period for all fundraising events benefitting the District Service Project will be from District Convention 2010 to District Convention 2011.
- There are three levels of recognition: **WHITE** (0-\$250), **BLUE** (\$251-999), and **GOLD** (\$1000+).
- The full amount for your level donation must be received by the start of the annual District Convention pie auction. All checks should be addressed to Carolinas District Circle K with "District Service Project" written in the memo line.

This form will not be scored. All eligible clubs will be recognized. District Treasurer, Yuwa Harimoto, will double-check your club's contributions to ensure that your club is recognized at the proper level.

Club Contribution		
White Level	\$0-250 raised	
Blue Level	\$251-\$999 raised	
Gold Level	\$1000+ raised	
Total Donation		

NOTE: If you would like special consideration for any of the criteria, please include a letter of explanation signed by the Governor, and place it in the front of your binder.