

2011-12 ANNUAL AWARDS CRITERIA OF THE FLORIDA DISTRICT OF KIWANIS

Based on 12 months of Activities



Competitions are based on 12 months activities from
October 1, 2011 To September 30, 2012.
Clubs wishing to compete, must submit Committee Chair Reports electronically at
www.floridakiwanis.com

Club Committee Reports must be filed online at www.floridakiwanis.com.
Reports filed online automatically go to the District Office and respective District Chairs.
Printed Club Committee and Monthly Report forms are
no longer available.

Official Monthly Reports must also be submitted electronically no later than
the 10th of the following month. All clubs must file electronically at
www.kiwanisone.org.

If you need help filing your online report contact
Jose Josinvil at 407-324-9800 ext. 10.

Clubs must file separate Committee Reports online at www.floridakiwanis.com for each
competition they wish to enter. Information reported on the Official Monthly Report is not
reviewed for competition for any of the awards listed in this booklet,
except Club Administration.

Kiwanis International's 2011-12 Achievement Criteria can be found in the back of this booklet.

Revision date: 4-20-2011

File: c on g/mydocs/worddocs/awards/2011-12 Awards Criteria

ANNUAL AWARDS PROGRAM OF THE FLORIDA DISTRICT OF KIWANIS

The following awards competitions are being held in 2011-12:

CLUB AWARDS

- Achievement 1 first place & 3 honorable mentions per size category
- Aktion Club Sponsorship* 1 first place & 3 honorable mentions per size category
- Builders Club Sponsorship* 1 first place & 3 honorable mentions per size category
- CKI Sponsorship* 1 first place & 3 honorable mentions per size category
- Club of the Year++ 1 Overall Winner and 4 honorable mentions
- Club Membership Growth – All clubs with net growth of 5 or more receive a banner patch
- Club Newsletter 1 first place & 3 honorable mentions per size category
- Community Service* 1 first place & 3 honorable mentions per size category
- Florida Kiwanis Foundation Caring Corner – All clubs donating \$200.00 or more receive a patch
- Florida Kiwanis Foundation Birthday Gift Campaign – Clubs contributing \$5.00 per member receive patch
- Frank S. Wright Public Relations* 1 first place and 3 honorable mentions per size category
- G. Harold Martin Every Child A Swimmer* 1 first place & 3 honorable mentions per size category
- Human and Spiritual Values - 1 first place & 3 honorable mentions per size category
- Interclub – 100% Member Participation* Clubs with 100% active members participating receive patch
- Interclub – Round Robin* Clubs that make an interclub to every club in division receive patch
- International Understanding* 1 first place & 3 honorable mentions per size category
- Key Club Sponsorship* 1 first place & 3 honorable mentions per size category
- K-Kids Sponsorship 1 first place & 3 honorable mentions per size category
- New Club Building – Clubs sponsoring a new Kiwanis Club receive a patch from International
- Support of Human & Spiritual Values* 1 first place & 3 honorable mentions per size category
- Thomas J. Deen, Jr. Membership Growth Award – Club with greatest net growth receives award
- Young Children: Priority One* 1 first place & 3 honorable mentions per size category
- Youth Services* 1 first place & 3 honorable mentions per size category
- Worldwide Service Project: ELIMINATE* Banner Patch for Clubs contributing a minimum of \$1,000.00

INDIVIDUAL AWARDS

- Anthony F. "Tony" Russo Memorial - Selected by Governor and Presented at District Convention
- Distinguished Kiwanian – No Limit Presented by Intl. To all who qualify
- Earl Pegram Memorial – Selected by Governor and Presented at District Convention
- Clergy Person of the Year – One may be presented for entire District
- Lay Person of the Year – One may be presented for entire District
- Outstanding District Chair – Selected by Governor and Presented at District Convention
- Outstanding Lieutenant Governor – Selected by Governor and Presented at District Convention
- Otis Jenkins Memorial – Selected by Governor and Presented at District Convention
- Most Improved Division Award – Selected by Governor and Presented at District Convention



* Awards noted with an *asterisk require the electronic submission of separate Committee Reports monthly. These Committee Report must be submitted at www.floridakiwanis.com, in addition to the Official Monthly Report.

++ Club submission of Club of the Year Entry Form is required.



RULES AND CATEGORIES

The rules governing Florida District Awards will apply to all individual and club awards.

Most awards will be based on the submission of Monthly Committee Reports covering 12 months of the administrative year, October 1, 2011 through September 30, 2012. Awards with multiple categories shall receive one winner and three honorable mentions based on the paid membership of the club's 2011-12 administrative year. These categories are:

Gold Division 101 members or more
Silver Division 71 to 100 members
Orange Division 46 to 70 members
Blue Division 31 to 45 members
White Division 30 members or less

Kiwanis Clubs desiring to compete for District awards must file both their Official Monthly Reports and their Club Committee Reports online at www.floridakiwanis.com.

It is not necessary to include the names of club members participating in projects, although space is provided for that purpose.

AWARDS DESCRIPTIONS AND CRITERIA

ACHIEVEMENT AWARDS are presented to clubs based on the club's submission of its Annual Report to Kiwanis International.

AKTION CLUB AWARDS are presented to clubs and/or divisions that best support their sponsored Aktion Club(s).

ANTHONY F. "TONY" RUSSO MEMORIAL AWARD is presented to a Lieutenant Governor designated by the Governor for outstanding contributions to the Board, despite personal adversity. This award is given only when the Governor determines that a person has excelled under difficult conditions. This award is presented at Convention.

BUILDERS CLUB AWARDS are presented to clubs who best support their sponsored Builders Club(s).

CKI AWARDS are presented to clubs who best support their sponsored CKI (Circle K) Club(s).

CLERGY PERSON AND LAY PERSON OF THE YEAR AWARDS are presented to the Kiwanians who best exemplify the Objects of Kiwanis. Clubs are to submit their nominees to the District Human and Spiritual Values Chair no later than November 30, 2012. Nomination forms will be available online at www.floridakiwanis.com in October, 2012.

CLUB OF THE YEAR AWARDS are presented to the top five clubs in the Florida District based on the submission of the Club of the Year Application that can be found on the Florida Kiwanis District Website at www.floridakiwanis.com. 1 winner and 4 runners-up are selected by a committee appointed by the Governor. There are no size categories for this award.

CLUB NEWSLETTER AWARDS are presented to those outstanding clubs whose bulletins meet the suggested requirements outlined by Kiwanis International. One first place and three honorable mentions are given in each size category. The most outstanding Bulletin in the District is submitted to Kiwanis International for International Competition. The District Chair for Club Newsletters, the District Governor, Governor-Elect, Treasurer, Executive Director and Lt. Governor should be added to your weekly postal or electronic mailing list.

CLUB MEMBERSHIP GROWTH AWARDS are given to those clubs with the largest net membership increase as evidenced by the comparison of the 2010-11 paid dues and the 2011-12 paid dues. This award will not be presented until both years dues payments have been received, processed and confirmed.

COMMUNITY SERVICE AWARDS are given to the clubs that best meet the needs of their communities. One first place and three honorable mentions are given in each size category.

DISTINGUISHED KIWANIAN AWARDS are given to all Kiwanis members who meet the established criteria, which includes the sponsorship of at least two new members into their Kiwanis club during the current administrative year.

EARL PEGRAM MEMORIAL AWARD is presented to a Lieutenant Governor designated by the Governor for outstanding contributions to the Board.

FLORIDA KIWANIS FOUNDATION BIRTHDAY GIFT CAMPAIGN. Banner patches are given to all clubs that support the Florida Kiwanis Foundation with a minimum per capita gift of \$5.00 per member. Birthday gifts are due by the end of December. A \$5.00 per member giving level is suggested. Banner patches are mailed as donations are received.

FLORIDA KIWANIS FOUNDATION CARING CORNER. Banner patches are given to all clubs that support the Florida Kiwanis Foundation's Caring Corner at the annual District Convention. A minimum contribution of \$200.00 in cash, crafts, collectibles or baked goods is required to receive a banner patch.

FRANK S. WRIGHT PUBLIC RELATIONS AWARD goes to the club that best promotes its contributions and its activities in the community. Clubs wishing to compete should prepare a scrapbook and ship it, together with return postage, to the District Public Relations Chair by October 30, 2012. Points are awarded as follows:

Scrapbook.....	25 points maximum
Pictures of Members, Projects and Activities.....	0 to 5 points
Sample Club Bulletins.....	0 to 5 points
Press Clippings and Releases.....	0 to 5 points
Evidence of Public Service Announcements.....	0 to 5 points
Evidence of Distribution of Kiwanis Int'l Mtls.....	0 to 5 points
Press Releases and Newspaper Articles.....	25 points maximum
1 – 3 Releases or Articles.....	5 points
4 – 6 Releases or Articles.....	10 points
More than 6 Releases or Articles.....	25 points
Public Service Announcements.....	25 points maximum
1 – 2 PSA's.....	10 points
3 or more PSA's.....	25 points
Recognition of Local Media Representatives.....	25 points maximum
Club recognition of local editor or columnist.....	10 points
Club recognition of television/radio personality....	10 points
Public Relations program at club meeting.....	5 points



G. HAROLD MARTIN EVERY CHILD A SWIMMER AWARDS will be presented for outstanding club participation in the program during the administrative year. Clubs must report their participation electronically to the ECAS District Chair through the online Committee Reporting System at www.floridakiwanis.com

HUMAN AND SPIRITUAL VALUES AWARDS are given to the clubs that best demonstrate their commitment to Kiwanis' First Object by giving primacy to the Human and Spiritual rather than the material values of life. One first place and three honorable mentions are given in each size category.

INTERCLUB AWARDS – A club is eligible to receive a banner patch provided that 100% of its active members attend at least 1 interclub during the year. Clubs with interclubs to every club in the division will receive a Round Robin Interclub Award. One first place and three honorable mentions are given in each size category for the best overall interclub participation. Clubs must certify their completion of the criteria in their Committee Reports filed online at www.floridakiwanis.com. Clubs failing to report will not be eligible for retroactive recognition. Clubs should report interclub attendance on the Official Monthly Report Form and on the Committee Report Form, provided the requisite number of members attend, for attendance at club meetings, division councils, district conferences and conventions, fund-raising and service projects and socials of a Kiwanis family club, ie: Kiwanis, Circle K, Key Club, Builders Club, K-Kids and Aktion Club.

INTERNATIONAL UNDERSTANDING – Awards are presented to those clubs that best exhibit promotion and support of International Understanding through programs and projects. Monthly sponsorship of adopted children through worldwide agencies, exchange programs and other multi-cultural programs are encouraged.

K-KIDS SPONSORSHIP AWARDS are presented to the Kiwanis clubs that best support their sponsored K-Kids Club(s).

KEY CLUB SPONSORSHIP AWARDS are presented to the Kiwanis clubs that best support their sponsored Key Club(s).

MOST IMPROVED DIVISION AWARD will be presented to the Lt. Governor whose division shows the best over-all improvement. The award recipient shall be determined by the Governor.

NEW CLUB BUILDING – Sponsoring clubs will receive a banner patch and 2 club organizers will receive individual recognition for building a new Kiwanis club. Clubs that provide financial assistance to clubs organized in developing countries are also recognized by Kiwanis International.

OTIS JENKINS MEMORIAL AWARD is presented to the Lieutenant Governor designated by the Governor for outstanding leadership to the division and district.

OUTSTANDING CLUB OF THE YEAR AWARD is presented to the #1 Club in the District based on a Committee's review of nominations, money and service hours donated and contributed, publicity received. # of individuals or groups benefiting. This competition is based on 12 months and will be awarded in Spring, 2013.

Exhibits: flyers, letters, news clippings, handouts used to promote the clubs programs and activities should be attached to the nomination.

Monthly reports: Copies of the clubs monthly reports must also accompany the nomination. Clubs that produce a scrapbook are encouraged to forward it with their Club of the Year entry as additional evidence of the club's outstanding fellowship and community contributions.

OUTSTANDING LIEUTENANT GOVERNOR AWARD is presented by the Governor to the Lieutenant Governor who has excelled in all areas of division administration and District administration. This is the highest honor to be bestowed upon a Lt. Governor.

OUTSTANDING DISTRICT CHAIR AWARD is presented by the Governor to the District Chair who most excels in his/her position.

THOMAS J. DEEN, JR. MEMBERSHIP GROWTH AWARD will be presented to the club that experiences the largest net member increase in the District. The criteria established for the award is:

Club must have been chartered for at least one year.

Club must adhere to the District Membership Growth Plan.

Club must have a stated membership growth goal.

YOUNG CHILDREN: PRIORITY ONE AWARDS are presented to those clubs that demonstrate originality and creativity in promoting Young Children: Priority One. Program significance, community impact, club service hours and funding are additional considerations. One first place and three honorable mentions are given in each size category.

YOUTH SERVICES AWARDS are given to those clubs that excel in the development and implementation of programs assisting youth. One first place and three honorable mentions are given in each size category.

WORLDWIDE SERVICE PROJECT: ELIMINATE AWARDS - Each club is encouraged to have an informational program on Project: ELIMINATE and to educate its members of the 100,000 lives lost to Maternal and Neonatal Tetanus needlessly each year. A series of 3 tetanus vaccinations can eradicate this scourge for less than \$2.00 per person. Clubs that contribute a minimum of \$1,000.00 in 2011-12 will receive a banner patch.

Kiwanis International Distinguished Criteria 2011-12 (Recognizing our Success)

Distinguished Member

To qualify, a club member must:

- Sponsor two (2) new members
- Attend one of the following:
 - a midyear conference, International convention, District convention, regional/zone educational conference, KIEF or ASPAC conference or convention, Key Club convention, Circle K International convention, Aktion Club convention, or Key Leader event
- Participate in three (3) or more Kiwanis or SLP service projects
- Make a personal contribution to the District or International Kiwanis Foundation

Bonus activities that show a commitment to excellence

- Attend 4 inter clubs
- Contribute to KIF at the Hixson level or above
- Contribute to the District Foundation at the XX (to be determined by district) level or above
- Attend three of the events listed
- Contribute to the MNT project

The club president will verify those Kiwanians qualifying for the Distinguished Member recognition and submit the names to the District Governor who will forward to the KI President who in turn will forward the recommendations to Kiwanis International Board for consideration and approval.

Those achieving this recognition will receive a lapel pin and recognition on the Kiwanis International website.

Distinguished Clubs

To qualify, a club must excel in service, leadership education, and growth. The following areas will be considered to determine if a club will receive Distinguished status recognition.

Service

- The Kiwanis club fulfills its responsibilities to Service Leadership Program club(s) or assists other clubs with their responsibilities to the sponsored SLP club
 - K-Kids, Builders Club, Key Club, Circle K, Aktion Club, or Kiwanis Jr.
- The Kiwanis club builds or co-sponsors and charters a new Service Leadership Program club
- The Kiwanis club participates in one of the following
 - K-Kids, Builders Club, Key Club, Circle K, Aktion Club, Kiwanis Jr. District or International convention

- Has an advisor/administrator for any SLP at the District or International level
- The Kiwanis club participates in a Kiwanis Branded service project
 - Young Children Priority One, Read around the World, Bring Up Grades, Terrific Kids, or Key Leader
- The Kiwanis club will initiate two new service projects during the administrative year
- The Kiwanis club will continue a long term service project for a minimum of three years
- The Kiwanis Club will financially support the District or International Kiwanis Foundation – minimum contribution of \$100 in local currency

Leadership Education

- The Kiwanis club president and secretary participate in the Kiwanis International Club Leadership Education (CLE) session prior to assuming office – preference is given to participation in the in person education program
- The Kiwanis club ensures that all new members receive Kiwanis International new member orientation
- The Kiwanis club has during the current administrative year an officer or committee member at a level above the club level
 - This includes any Division officer or committee member, any District officer or committee member, District Foundation Board member or officer
- The Kiwanis club has during the current administrative year an officer or committee member at a level above the District level
 - This includes any International or Federation or ASPAC committee member or officer
- The Kiwanis club submits all 12 Monthly Reports via the KiwanisOne online Monthly Reporting System.
- The Kiwanis club is represented at one of the following educational opportunities
 - District midyear, zone, or regional educational conferences, KIEF or ASPAC educational conferences or conventions
- The Kiwanis club is represented at one of the following educational opportunities
 - District convention or International Convention
- The Kiwanis Club will need to properly submit its Annual Club Report to be considered for Distinguished recognition

Growth

- The Kiwanis club has a net membership gain by the end of the administrative year
- The Kiwanis club sponsors or co-sponsors a new Kiwanis club or club satellite
- The Kiwanis club returns to Charter II strength

Bonus activities that show a commitment to excellence

- The Kiwanis Club participates in 10 or more inter clubs
- The Kiwanis club gives a minimum of \$10 per member to the KI or District Foundations
- The Kiwanis club has at least three delegates attend District convention or two delegates attend International convention
- The Kiwanis club has a new fund raising or service project dedicated to MNT

The Lt. Governor will recommend their choices for Distinguished Clubs to the Governor who in turn will forward the recommendations to the KI President who in turn will forward the recommendations to Kiwanis International Board for consideration and approval.

Distinguished clubs will receive a Distinguished Club Banner Patch and a Distinguished Club lapel pin for each club member. In addition, the Club will be recognized on our Kiwanis International website.

Distinguished Division

The following areas will be considered to determine if a Division will receive Distinguished status recognition.

- The Division maintains the current number of clubs within the division
- The Division has a net increase in the number of clubs within the division
- The Division maintains the current membership number
- The Division has a net increase in the current membership number
- The Division has an increased number of clubs attending CLE compared to the previous year
- The Division Lt. Governor attends the District sponsored Lt. Governor training
- The Division Lt. Governor attends all District Board meetings
- The Division Lt. Governor attends the District regional or midyear conference/education days
- The Division Lt. Governor attends the District convention

Bonus activities that show a commitment to excellence

- The Division meets at least 8 times per year
- The Division has a division wide service project in support of MNT
- The Division has 80% participation by all clubs within the division to all division council meetings
- The Division has two clubs return to Charter II status
- The Division has a Lt. Governor elect

The District Governor will recommend their choices for Distinguished Division to the KI President who in turn will forward the recommendations to Kiwanis International Board for consideration and approval.

A Distinguished Division will receive appropriate recognition and acknowledgement on the Kiwanis International website. The Lt. Governor and each club president will receive a Distinguished Division pin and each division club will receive a Distinguished Division banner patch.

Distinguished District

The following areas will be considered to determine if a District will receive Distinguished status recognition.

- The District will maintain or increase the current number of clubs within the district

- The District will maintain or increase the current membership number
- The District will increase the number of clubs attending CLE as compared to the previous year
- The District will increase the number of SLP clubs as compared to previous year:
- The District will increase the service hours per club as compared to previous year
- The District will provide an opportunity at a district event for a service project focused on SLP, YCPO or MNT.

Bonus activities that show a commitment to excellence

- The District builds 10 club satellites
- The District holds a district wide fund raising or service project in support of MNT
- The District has 100% of clubs using the online reporting system provided by KI
- The District has at least one club member from 75% of the district clubs participating at the district convention
- The District exceeds its quota for member participation at the international convention
- The District has 20% of its clubs eligible for Charter II status achieve this status

The ASPAC chair and the KIEF President will recommend their choices for Distinguished District to the KI President who in turn will forward the recommendations to Kiwanis International Board for consideration and approval.

The KI President will recommend the choices for worldwide recognition of Distinguished Districts to the Kiwanis International Board for consideration and approval.

A Distinguished District will receive appropriate recognition at the 2013 International convention and acknowledgement on the Kiwanis International website. The Governor and each member of the District Board will receive a Distinguished District lapel pin and each club will receive a Distinguished District banner patch.



Checklist for evaluating club newsletters

Club: _____ Division: _____ Issues Received: _____

Level:

___ Gold (101 or more) ___ Silver (71-100) ___ Orange (46-70) ___ Blue (31-45) ___ White 30 or less

Score Card used in Grading Club Newsletter: Total possible points 120

Part 1: Overall Appearance: Total Points ____ (Possible 27 points)

- Overall Pleasing Design: ___3 ___2 ___1
- Proper Masthead with Kiwanis Wordmark: ___3 ___2 ___1
- Current Kiwanis logos used: ___3 ___2 ___1
- Official Kiwanis Colors used in design: ___3 ___2 ___1
- Color photos and logos (if color publication): ___3 ___2 ___1
- Sharp photos and logos (if B/W publication): ___3 ___2 ___1
- Positive content versus negative: ___3 ___2 ___1
- Properly proofread: ___3 ___2 ___1

Part 2: Data Requirements: Total Points ____ (possible 21 points)

- Address, phone numbers and Web Address: ___3 ___2 ___1
- Officers names and data: ___3 ___2 ___1
- Meeting time – Location: ___3 ___2 ___1
- Speakers listed with Bio: ___3 ___2 ___1
- Calendar of future events - programs: ___3 ___2 ___1
- Inter-Clubs announced: ___3 ___2 ___
- Board meetings announced – action published: ___3 ___2 ___1

Part 3: Kiwanis News And Promotion: Total Points ____ (Possible 18 points)

- New Member Bios: ___3 ___2 ___1
- Articles about Club projects: ___3 ___2 ___1
- Photos taken during Club Projects: ___3 ___2 ___1
- Service Leadership Club Coverage: ___3 ___2 ___1
- Club Member Profiles: ___3 ___2 ___1
- Club Committee Chairs Reports: ___3 ___2 ___1

Part 4: Newsletter Distribution: Total Points ____

- Weekly: Mailed (e-mail) ___4 Distributed at meetings ___3
- Bi-Weekly: Mailed (e-mail) ___3 Distributed at meetings ___2
- Monthly: Mailed (e-mail) ___2 Distributed at meetings ___1
- Mailed (e-mail) to: District Officers & Lt. Governor ___5 Local News Media ___4

Part 5: Bonus Points: Total Points ____ (43 Possible points)

- Use of Members Names in Articles: ___3
- President's or Secretary Article: ___3
- Project Eliminate Reference: ___5
- Fun items like 50/50 – fines and Happy Dollars: ___3
- Public Relations Chair report: ___3
- How to obtain meeting make-ups: ___3
- Announcement of Meeting attendance: ___3
- Publishing District News – Events: ___5
- Publishing International News – Events: ___5
- Submitting Article to The Florida Kiwanian: ___5
- Publishing Division news - events: ___5

Helpful Definitions of a Service Hour for Club Secretaries and Committee Chairs

Q. What Is The Suggested Definition Of A Service Hour/Man Hour/Person Hour?

- A. Any hour of service performed by an individual Kiwanis Family member with the approval of his/her Club's Board of Directors. Kiwanis Family is defined as Kiwanians and their families, members of a Service Leadership Program and other volunteers recruited by Kiwanis to work on a specific project/activity. The time spent in planning a project may also be reported.

Q. What Counts As A Service Hour?

- A. Hours of service performed at a project or activity that is pre-approved and/or organized with the approval of the Kiwanis Club's Board of Directors.

Q. What Does Not Qualify As A Service Hour?

- A. Attendance at the following: Division council meetings; Governor's official visits; District and International conventions; club, board or committee meetings; individual attendance at church activities or socials; any hours performed for the betterment of the community that are not pre-approved by the Kiwanis Club's Board of Directors.

Q. Can You Give Us A General Rule Of Thumb?

- A. Projects that are "initiated and approved" by the Board of Directors count as reportable service hours. Projects that are undertaken because of a person's involvement with other organizations, charities and groups that have not been "initiated and approved" by the Board of Directors do not qualify as reportable service hours.

Q. How Do We Report How Many Individuals Benefited?

- A. Provide your best estimate of the number of people directly benefited by the project. If you immunized 60 children, 60 people directly benefited. Do not include the family, the community and others who benefit indirectly.

Q. Can We Count Committee Planning Meetings?

- A. Many successful projects require extensive planning prior to, and following, the event, these hours may be included in Service Hours, in addition to the actual hours of direct service to the Community.

Q. Why are we getting these definitions?

- A. We are attempting to clarify widely varying definitions and misconceptions. Our objective is to provide a uniform method of reporting, so that all clubs are reporting on the same basis. This will provide greater accuracy and a clearer understanding of the direct impact of Kiwanis initiated projects.

Revised: 10-07-09