

***EXCHANGE CLUBS OF TEXAS
LOUISIANA GULF COAST
DISTRICT***

AWARDS PROGRAM



April 2023

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FORMS/APPLICATIONS AVAILABLE FOR DOWNLOAD ON DISTRICT WEBSITE:

DISTRICT AWARDS BOOKLET	
FILLABLE DISTRICT SERVICE AWARD QUALIFICATION FORM	
DISTRICT EXCHANGE MEMBER OF THE YEAR NOMINATION FORM	
DISTRICT YOUTH OF THE YEAR (YOY) APPLICATION FORM	
DISTRICT ACHIEVING THE CHALLENGE OF EXCELLENCE (ACE) APPLICATION FORM	

EXCHANGE CLUBS OF TEXAS LOUISIANA GULF COAST DISTRICT AWARDS PROGRAM

INTRODUCTION:

The Exchange Clubs of Texas Louisiana Gulf Coast District Awards Program consists of two (2) individual member awards, two (2) youth scholarships, and eleven (11) club awards.

The two (2) individual member awards are: District Exchange Member of the Year & District President's Award

The two (2) youth scholarship awards are: District Youth of the Year (YOY) Award & District Accepting the Challenge of Excellence (ACE) Award

These award submissions will be judged prior to and presented at the District Convention.

The 11 club awards are as follows:

District Service Award	Convention Attendance
Club Bulletin	Original Project
Turn Around Club	Club Membership
Fundraising	Child Abuse Prevention
Americanism	Community Service
Youth	

District Service Award and Convention Attendance will be determined by judges at the District Convention.

Club Bulletin and Original Project Awards are presented to a panel of judges at the District Convention. Turn-Around Club, Club Membership, Fundraising, Child Abuse Prevention, Americanism, Community Service, and Youth will all be determined prior to the District Convention, based on information submitted by the clubs.

To qualify for any of these awards you must complete and submit the District Service Award Qualification Form no later than two weeks prior to the District Convention. All awards will be presented at the District Convention.

Awards may be divided into two divisions, large clubs, and small clubs. The break point separating large and small clubs will be determined using the National Membership Report total for each club at the beginning of the administrative year, July 1. The intent is to have approximately the same number of clubs in each division.

Club awards for each area are patches for the club's Awards Banner. Clubs completing one or two projects in the following Programs of Service: Americanism, Child Abuse Prevention, Community Service, and Youth and entering the competition will receive an oval-shaped qualifying patch reading, for example, "AMERICANISM." Those clubs completing three (3) or more projects in one of the above listed Programs of Service and entering the competition will receive a rectangular-shaped outstanding patch that reads, for example, "OUTSTANDING AMERICANISM", "OUTSTANDING YOUTH", and so on.

In Club Bulletin, Club Membership, and Original Project competitions, the large club and the small club receiving the most points will earn "outstanding" awards.

The awards year runs from District Convention to District Convention. However, ***clubs must be aware that forms must be submitted two weeks prior to the District Convention*** which may affect projects and programs submitted. ***Generally speaking, clubs list POS's performed after the July 1 fiscal year beginning, but for District awards purposes, they may list projects done after our convention and before July 1.***

GENERAL ELIGIBILITY REQUIREMENTS:

- 1. Clubs must be current in their financial accounts with both District and National.**
- 2. Clubs must be represented at the District Convention by at least one (1) member, who must be an officer of the club. This may be waived by a vote of the Awards Committee.**
- 3. Clubs must follow appropriate application procedures outlined in this booklet and meet the deadlines. *The District Awards Qualification Form must be received at least two weeks prior to the start of the District Convention.***

The Youth of the Year, and A.C.E Awards are emailed to the Youth Awards Team Chairperson.

Exchange Club Member of the Year nominations should be sent to the Awards Team Chairperson and the District President, or whomever the District President appoints.

JUDGING:

Judges will determine the outstanding large club and the outstanding small club winners for Original Project and Club Bulletin. They will also identify all clubs that entered the various competitions. Judging and scoring will be as follows:

- 1. The number of clubs entering a competition in each division, large or small, shall be ranked by each judge and awarded points on a descending scale. Example: Five small clubs enter the competition. The judge will award five points to the top club, four points to the next club, etc.**
- 2. Judges will not judge their own clubs. A blind score will be used which will be obtained by adding the other judges' scores for that club and dividing the resulting number by the number of judges scoring that club. Example: The other judges score Club A as follows: 3, 5, 4, 4. The total is 16. Divided by 4, it provides a blind score of 4.**

DISTRICT SERVICE AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible for the District Service Award.

Qualification and Scoring: To qualify for the District Service Award, a club must have earned the National Service Award which means it has completed one (1) project in each of the four service areas

(Americanism, Youth, Child Abuse Prevention, and Community Service) and two (2) additional projects in any service area.

Earning the National Service Award counts for 200 points. The District Service Award Qualification Form must be completed and returned on time. Projects and activities must have been conducted and completed during the awards year. A club officer should be present at the District Convention to answer any questions that may arise.

Requirements:

- * Accumulate 400 points
- * Earn National Service Award
- * Earn “Outstanding” Americanism, Child Abuse Prevention, Community Service, and Youth. (that means three (3) in each of the 4 categories)

OUTSTANDING DISTRICT SERVICE AWARD:

In addition to earning the National and District Service Awards, the Club must:

- * Earn the Membership Award (net increase of +2 members since July 1)

NOTE: Clubs must complete the District Service Award Qualification Form and submit to the District Awards Chairperson no later than two (2) weeks before the District Convention. The form can be found in District Resources/Forms Tab on the District website www.tlgcd.org

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INDIVIDUAL MEMBER AWARDS

EXCHANGE MEMBER OF THE YEAR AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Each club should set their own criteria for their Club Exchange Member of the Year. Clubs can use the same criteria as District and National as shown on the application or you can choose your own criteria which could include, but is not limited to, attendance at club meetings and projects, acting as committee chairperson, volunteering for extra assignments, securing speakers for meetings or bringing prospective members to meetings.

Clubs may submit their Club Exchange Member of the Year to District for consideration for the District Exchange Member of the Year, or they may choose a different Exchange member that may better fit the District and National criteria which includes being active through participation in recruitment/new club building efforts, club/district leadership positions, inter-club participation, major club or district committees, projects or fundraisers.

Nomination: Clubs desiring to nominate one of their members for District Exchange Member of the Year may do so, providing the member nominated is a member in good standing. Clubs should use the Exchange Member of the Year Application from District (found on the District website at www.tlgcd.org under the District Resources/Forms Tab). The actions for which someone may be considered for this award are not restricted to those performed during the past administrative year but may cover a person's dedication and service over several years.

Nominations must be sent to the District Awards Chairperson. The selection will be made from those nominated by the club or any other member in good standing by a team headed by the District President. The District President will also select the type of award given, which will be presented at the District Convention.

It is expected, but not required, that the individual submitted to National from the District will be the District's Exchange Member of the Year. District Exchange Member of the Year submissions are then judged for a final competition and the selection of the National Exchange Member of the Year.

NOTE: The Exchange Member of the Year Application can be found on the District website at www.tlgcd.org under the District Resources/Forms Tab and must be completed and submitted to the District President and the Awards Team Chairperson so that is received by May 1st.

DISTRICT PRESIDENT'S AWARD:

Eligibility: Any Exchange Club Member in good standing is eligible to receive this award.

Procedure: This award is designed to recognize any Exchange Member who exhibits a high level in achieving the goals set by the National President and the District President during the administrative year. The District President's Award is presented at the sole discretion of the District President who selects the recipient.

This award may or may not be awarded each year and it may be awarded to more than one deserving Exchange Member each year.

NOTE: No entry required by the club.

YOUTH SCHOLARSHIP AWARDS

DISTRICT YOUTH OF THE YEAR (YOY) AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible to nominate up to two (2) Youths of the Year, one girl and one boy.

Qualification and Scoring: The standardized official entry form from National Headquarters will be used for District competition. The District will also follow the guidelines established or amended by National Headquarters. This form contains complete instructions for the five sections of the form. The complete form, one for each entry, must be sent to the District Youth Chairperson, so it is received no later than May 1st. All entries received on or before the deadline will be judged by three prominent citizens who are experienced in working with young people and are not associated with any Exchange club.

Only one (1) District Youth of the Year will be chosen. Upon selection of the winner, only the sponsoring Exchange Club will be notified. The official announcement will be made at the District Convention at the scheduled youth recognition event. ***The winning youth must appear in person to be eligible to receive this award. A member of the sponsoring club must also be present.*** The winner will receive a \$1,000.00 check and a plaque. Presentation will be made at the scheduled youth recognition event. The winning youth will be asked to read his or her essay. In order to win the National competition, the District winner must be able to accept the National Youth of the Year Award in person at the scheduled event at the National Convention.

The winning club is responsible for:

1. Providing a 5" x 7" photograph. A good "digital" is preferred, as that is how the application is forwarded to National (not a fax or one printed on plain paper) to accompany his or her application.
2. Providing a chaperone and transportation to and from the convention.
3. Any meals and other expenses not covered by the District.

The District is responsible for:

1. ***Reimbursing the club up to \$200 to help cover transportation expenses.***
2. ***One night hotel accommodations for the winner and chaperone, if necessary.***
3. ***Tickets to the Youth Luncheon for the winner and two guests.***

All clubs have an equal chance regardless of their experience in this competition or their membership strength. Additional information and the current essay topic and entry form can be obtained from the District Youth Chairperson or National Headquarters. Copies of the Official Entry Forms are sent by National Headquarters to all club presidents and are also available on the National website.

NOTE: Submit the official entry form or forms to the District Youth Chairperson so they are received by May 1st.

DISTRICT ACCEPTING THE CHALLENGE OF EXCELLENCE (A.C.E.) AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible to nominate up to two (2) young people for this award, one boy and one girl.

Qualification and Scoring: District will use the A.C.E. Nomination Form from National Headquarters for District competition. The District will also follow guidelines established or amended by National Headquarters. The form contains complete instructions for all three sections of the form. The complete form, one for each entry, must be sent to the District Youth Chairperson, so it is received by May 1st. All entries received on or before the deadline will be judged by three citizens who are experienced in working with young people and are not associated with any Exchange club.

Only one District A.C.E. Award winner will be chosen. Upon selection of the winner, only the sponsoring Exchange club will be notified. The official announcement will be made at the District Convention at the scheduled youth recognition event. ***The winning youth must appear in person to be eligible to receive this award. A member of the sponsoring club must also be present.*** The winner will receive a \$1,000.00 check and a plaque. Presentation will be made at the scheduled youth recognition event. In order to win the National competition, the District winner must be able to accept the National A.C.E. Award in person at the scheduled event at the National Convention.

The winning club is responsible for:

1. Providing a 5"x7" photograph. A good "digital" is preferred, as that is how it is forwarded to National (not a fax or one printed on plain paper) to accompany his or her application to National.
2. Providing a chaperone and transportation to and from the convention.
3. Any meals and other expenses not covered by the District.

The District is responsible for:

1. ***Reimbursing the club up to \$200 to help cover transportation expenses.***
2. ***One night hotel accommodations for the winner, if necessary.***
3. ***Tickets to the Youth Luncheon for the winner and two guests.***

All clubs have an equal chance regardless of their experience in this competition or their membership strength. Additional information and entry forms can be obtained from the District Youth Chairperson or National Headquarters. Copies of the A.C.E. Nomination Forms were sent by National Headquarters to all club presidents and are also available on the National website.

NOTE: Submit the official entry form or forms to the District Youth Chairperson so they are received by May 1st.

CLUB AWARDS

FUNDRAISING AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Qualification and scoring will be based on the total amount of funds raised. All fundraisers must have been conducted during the awards year. Entries can only be fundraisers. Any projects entered in this competition cannot be entered in any other competition, except for the District Service Award.

There will be two winners in this category. Outstanding will be awarded to:

- * The club that raises the highest dollar amount overall
- * The club that raises the highest dollar amount per member (based on the July 1st National Membership Report)

NOTE: Provide the total dollar amount raised during the awards year in the space provided at the bottom of the District Service Awards Qualification Form (found in District Resources/Forms Tab on the District website at: www.tlgcd.org)

CHILD ABUSE PREVENTION AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: There are many kinds of Child Abuse Prevention projects. They can be center-related or non-center-related. Center-related projects would involve the ESCAPE Family Resource Center. Non-center-related projects are projects in the Child Abuse Prevention category such as providing Time Out Teddy Bears to the local police department or Children's Protective Service or handing out Child Abuse Prevention brochures. Fund raisers cannot be entered in this competition. Projects must be completed during the awards year.

NOTE: Report Child Abuse Prevention projects on the District Service Awards Qualification Form. The form can be found in District Resources/Forms Tab on the District website at: www.tlgcd.org

AMERICANISM AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Clubs must complete all Americanism projects during the awards year. Some examples of Americanism projects include but are not limited to One Nation Under God Events, Freedom Shrine Projects, Proudly We Hail Projects, GIVEAKIDAFLAGTOWAVE Events, and Milestones of Freedom Programs.

NOTE: Report Americanism projects on the District Service Awards Qualification Form. The form can be found in District Resources/Forms Tab on the District website at: www.tlgcd.org

COMMUNITY SERVICE AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Clubs must complete all Community Service projects during the awards year. Some examples of Community Service projects include but are not limited to the Book of Golden Deeds, Crime Prevention, Fire Prevention, Service to Seniors, and other community related projects.

NOTE: Report Community Service projects on the District Service Awards Qualification Form. The form can be found in District Resources/Forms Tab on the District website at: www.tlgcd.org

YOUTH AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Clubs must complete all Youth projects during the awards year. Some examples of Youth projects are Youth of the Month/Year, Christmas parties for children, Send-a-Kid-to-Camp, Young Citizenship Award, A.C.E. Award, and other projects involving young people.

NOTE: Report Youth projects on the District Service Award Qualification Form. The form can be found in District Resources/Forms Tab on the District website at: www.tlgcd.org

CLUB MEMBERSHIP AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: To qualify, a club must have had a *net increase of at least two (2)* members during the awards period. The large club and the small club with the largest membership gains will receive the outstanding awards. Scoring is based on numerical increases, not percentage increases. Winners will be determined prior to the District Convention.

NOTE: Report Membership numbers on the District Service Award Qualification Form. The form can be found in District Resources/Forms Tab on the District website at: www.tlgcd.org

CONVENTION ATTENDANCE AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Qualification and scoring will be based on the number of club members attending District Convention who are registered and have paid for a complete package. Half package purchases will be counted as one-half of a registered and paid attendee. Winners will be determined at the District Convention.

There will be two winners in this category. Outstanding will be awarded to:

- * The club that has the most members attending the convention
- * The club that has the highest percentage of their membership attending the convention (based on the July 1st National Membership Report).
- * Other Clubs represented at convention, will receive an oval patch for convention attendance.
- * *NOTE: No entry required by clubs.*

TURN - AROUND CLUB AWARD:

Eligibility: A club which has dropped far below its one-time membership strength and activity level recovers to a position of strength and active participation in Exchange Club must also meet the general eligibility requirements.

Qualifications and Scoring: The selection of a club to receive this award will be made by a team consisting of the District President, the District Secretary, the District Membership Chairperson, and the District Awards Chairperson. The District Secretary and the District Treasurer shall furnish information from their records as to the club's operation to the team to aid in the evaluation of the club's progress. The club's scrapbook and club bulletins, if available, shall also be used in this evaluation. There is no set time-period within which to evaluate a club's "turn-around." The time-period may be one (1) year or longer. It is necessary only that the club's recovery to healthy club status be evident for comparison with its former status as a weak, ineffective club. Once a club has received this award, it will not be eligible to receive it again unless it can be proven to have truly repeated the "back sliding" and "turning around" process. The Turn-Around Club Team will use available data and their own personal observations and intuition to a large extent in distinguishing degrees of "back sliding" and "turning around" when comparing one club with another. It is possible, under the above guidelines, that no club will be selected in any given year to receive this award. It is also possible that two clubs could receive this award in one year, a large club and a small club.

Evaluation Criteria:

- Membership at its lowest
- Membership gain
- Current account record at District and National
- Submission of activity reports
- Extent of promotion and participation in Exchange Programs of Service
- Representation at District events
- Regular publication of a club bulletin
- Input from the District Board to the District President
- Recommendation from Division Director

No specific point total has been established for any of the evaluation criteria listed above. The committee will determine which club, if any, has turned around and ensure that the club receives appropriate recognition at the District Convention.

NOTE: No entry required by clubs.

COMPETITIVE CLUB AWARDS

CLUB SCRAPBOOK AWARD:

This competition has been eliminated, however if your Club does make a scrapbook, please bring it to District Convention to share.

CLUB BULLETIN AWARD:

Eligibility: All clubs that published or electronically emailed a bulletin from July 1 through June 30 are eligible.

Qualification and Scoring: Materials submitted which use branding other than that which is official and approved by The National Exchange Club will be disqualified. Entries must be printed publications of the club's bulletins. At least four (4) separate bulletins from different months must be submitted. (To be eligible, a club must publish a bulletin either hard copy and mailed, or electronically emailed at least four (4) times in the 12-month period.

Entries will be judged in the following categories: Club news coverage, District news coverage, National news and promotion, Exchange education, layout and eye appeal, writing quality, improvement and frequency of publication.

To qualify for a Club Bulletin Award, a bulletin must receive a score of 75 points. Judging criteria is as follows:

1. **Content - Maximum points, 60**
 - **Promotion and reporting:** Club news coverage, District news coverage, National news coverage and promotion, and Exchange education.
 - **Balance:** News of upcoming meeting programs, Club projects, Project progress, Reports of recent projects, Member news, Items of general Exchange interest, Personality profiles, and Humor
 - **Format:** Carry only official Exchange Club branding, show complete club name, show city, date, time & place of meetings.
2. **Readability - Maximum points, 60**
 - **Acceptable standards for punctuation, grammar, spelling, and sentence structure.**
 - **Writing quality**
 - **Accurate information**
 - **Ease of reading type style**
3. **Layout and Eye Appeal - Maximum points, 60**
 - **Stimulates readership**
 - **Creative format**
 - **Use of artwork**

- Use of photographs
- improvement and frequency of publication

NOTE: Clubs must submit four (4) bulletins from different months to the District Awards Chairperson at the District Convention prior to the General Session. Copies of your bulletins should be sent via email to the District President and National headquarters as they are published.

*****NOTE: National no longer awards Best Club Bulletin, however there will be an award at District. Social media is becoming so important to connect with your members and community, there is more emphasis on these methods.***

Points for maintaining a Club Website and Facebook are awarded towards the District awards, counting towards the required 400 points needed for the District Award.

****CLUB WEB SITE AWARD:**

The Club Websites will not be judged for awards, but here are some guidelines for maintaining a good, esthetic, and well branded website.

Content:

1. Is the content engaging, timely, clear, relevant, and balanced between general information about Exchange and the club specifically?
2. Does the site carry the correct Exchange Club branding, complete and correct club name along with the club's city, state, meeting time and place?
3. Is there news of upcoming club projects, other events, meetings, officer, and member information?
4. Is club contact information easy to find?
5. Does the writing meet acceptable standards of punctuation, sentence structure, grammar and spelling, and is the writing concise, understandable and accurate?

Structure and Navigation:

1. Is the structure and navigation of the site intuitive?
2. Is information organized in such a way as to make it easy to find, allowing access to the breadth and depth of the content? Is the navigation consistent and effective throughout the site?
3. Does the site provide "live" links to National's site, club or district sites?

Visual Design:

1. Is the design of high quality, easy to read, appropriate and relevant for Exchange and its mission?
2. Does it present a positive image of the organization as a whole?

Functionality:

1. Does the site download quickly and have live links?
2. Is any new technology used functional and relevant for the intended audience?
3. Does the site work cross-platform and is it browser independent?

NOTE: National no longer gives website or social media awards. It has been replaced by the Best Web Video Award.

ORIGINAL PROJECT AWARD:

Eligibility: All clubs meeting the general eligibility requirements are eligible.

Qualification and Scoring: Since most existing National and District programs were created on the local level, this category has been set up to promote interest in the development of new programs and to reward those efforts. Projects are limited to those not in existence as National or District programs or as a program of any other service organization. Projects must be original, meaning that they were thought up, documented, and carried out by the club submitting the project for the competition. Projects must have been started and completed during the awards year.

The criteria on which your project will be judged includes, but is not limited to:

- 1. Is it original to your Club and our District?**
- 2. Can it be easily duplicated by other clubs?**
- 3. How much publicity did it generate for Exchange, your Club, and your cause?**

NOTE: Clubs must notify the District Awards Chairperson prior to the opening session of the District Convention and make a presentation on the project to a panel of judges.