CIVIC AWARDS

A civic project is an event which does not benefit the club directly. Club members must vote on participation prior to the activity. At least 40% of the roster club members must participate in the activity. Members may participate by making contributions of money or materials only, but service hours and mileage may not be counted by these members if they do not participate in the service portion of the event. Civic award points are calculated on a yearly basis. The year time frame shall be from August 15 to August 14 of the following year.

<u>**Calculating points for the Civic Award:**</u>

Points are calculated using 5 categories:

1. Mileage – 1 point for every 5 miles traveled

   a. Miles are counted by each member participating from their home to the civic event and then the civic event to back home again. Miles are also counted for any extemporaneous driving involved with the project (e.g. If members meet at the President's house to carpool to look for Christmas presents for a charity, then all members count the miles to and from the meeting place but then only count the miles driven by the driver of the carpool to pick up the presents.)

2. Money – 1 point for every $5.00 donated

   a. Only money used solely for the civic project may be counted for points. Money turned back into the club or used to benefit the club is not allowed to be counted for civic award points (e.g. Club holds a fund raiser and spends $100 to perform it. The event raises $500 and only $400 was given for donation after recouping the $100 in costs. Only the $400 may be counted for point calculation.)

3. Hours – 1 point for every hour of service

   a. Hours are calculated by each member performing service on the civic project from the time they leave home to do the service until the time the return home.

4. Materials – 1 point for every $5.00 donated

   a. Items donated should have a fair market value placed to each item. Donations must be used to increase the value of the civic event and not the club (e.g. Posts donated to fix the club arena for the 4-H may not be counted. Selling the posts and donating the money to the 4-H club may be counted. Medical supply replacement costs are permitted. Initial investment costs of equipment can only be used once and only if the equipment is to be used strictly for volunteer work.)

5. Exhibition – 5 points per event attended

   a. Parades, Drills, Grand Entries and other special events can be counted as a civic exhibition event and each exhibitor is awarded 5 points per event. The mileage and hours to attend these evensts should also be counted. USWRCA District, Region, and State Competitions cannot be counted for civic award points. The costs of uniforms or equipment for exhibition purposes may not be counted.

Clubs must complete form and present it to the state secretary two weeks prior to the state competition. Logs with itemized receipts for money and materials donated, must accompany form as proof of activity.

UTAH STATE WESTERN RIDING CLUBS
Association

CIVIC EVENT FORM

Complete one "Civic Event Form" for each event participated in and include required logs and itemized receipts as necessary. Also complete the "Civic Awards Point Total Form" and e-mail to the state secretary at least two weeks prior to the state competition to be considered for awards.

CIVIC EVENT: _____

	Roster Members Participating	Money Donated	Points (1 / $5)	Material Donated	Points (1 / $5)	Hours Donated	Points (1 / 1)	Mileage Actual	Points (1/5)	Exhibit Points
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
21										
22										
23										
Total Points:										

CIVIC AWARDS POINT TOTAL FORM

Please include a "Civic Event Form" for each event with this point total form.

Totals for All Civic Events:

	Civic Event	Money Donated	Points (1 / $5)	Material Donated	Points (1 / $5)	Hours Donated	Points (1 / 1)	Mileage Actual	Points (1 / 5)	Event Total Points
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										
15										
16										
17										
18										
19										
20										
	Total Points:									

Total Points _____ divided by number of roster members _____ =

_____ Civic Award Points Per Roster Member