

2025 - 2027 GCFP AWARDS MANUAL

Awards are presented at the GCFP State Convention, and certificates are distributed to the District Directors to present to their respective winning individuals, clubs, and districts.



The National Garden Clubs, Inc. [NGC Awards Handbook](#)
describes new National Award Numbers, Award Names,
and Awards Process
and
MUST be Read First!

[CAR-SGC Awards Rules](#) describe many Regional Awards,
including Yearbook and Youth Contests

All of these documents can be accessed from the [GCFP Website Awards Page](#).

TABLE OF CONTENTS

GENERAL INFORMATION	
GCFP Categories by Size.....	3
GCFP/CAR-SGC/NGC Award Application Cover Sheet Info	3
How to Prepare a Book of Evidence	4
NGC, CAR-SGC, AND GCFP AWARDS AND OVERVIEW.....	4-5
GCFP AWARDS APPLICATION FORMATTING GUIDELINES.....	6-7
GCFP DISTRICT AWARDS	
Exceptional Horticulturist	7
District Laurels	8
Perennial Bloom (PB) Award - District, GCFP/CAR-SGC	8
Forget-Me-Not Honorary Award - District/GCFP.....	9
Member of Honor Award SR-4 - GCFP/CAR-SGC/NGC	9
General Scoring Rubric - NCG/CAR-SGC/GCFP	10
Publicity Press Book Award - GCFP/CAR-SGC	11
Yearbook Award YB1 – GCFP/CAR-SGC.....	12-13
GCFP AWARDS FOR CIVIC ACHIEVEMENT	
Myrrel R. Overdorff Community Action Award.....	13
Historic Restoration Award.....	14
GCFP AWARD FOR CONSERVATION/ENVIRONMENT	
Operation Wildflower Award.....	14
GCFP AWARDS FOR HORTICULTURE AND FLORAL DESIGN	
Elizabeth Potts Amidon Horticulture Award	14
GCFP Horticulture Excellence Award	15
GCFP Club Horticulture Achievement Award.....	15
GCFP Club Floral Design Achievement Award	15
GCFP AWARDS FOR FLOWER SHOWS	
Mini Flower Show Recognition Award	16
Superior Flower Show Awards – Green and Gold Ribbon.....	16
Pennsylvania Flower Show Awards.....	16
SPECIAL STATE AWARDS	
Gold Seal Award.....	17
Silver Seal Award.....	17
The Governor’s Trophy	18
Special Recognition State Award	19
GCFP Club Program Award	19
GCFP YOUTH AWARDS THAT DO NOT CORRESPOND TO ANY NGC AWARD	
GCFP Youth Yearbook Award.....	20
GCFP Youth Flower Show Schedule Award.....	20
Mrs. Maxwell W. Steel Youth Achievement Award	21

Table of Contents Continued

YOUTH CONTESTS

Poetry Contest	21
Youth Sculpture Contest	22
Smokey Bear / Woodsy Owl Poster Contest	22-23
High School Essay Contest	23

NON-COMPETITIVE STATE AWARDS (No application is required.)

GCFP Club Membership Award.....	24
GCFP Comprehensive Award	24
Keystone Gardener / KG Online Literary Award	24
Club Anniversaries	24

GCFP AWARDS DEADLINE DATES 25-28

APPLICATION COVER SHEETS

GCFP/CAR-SGC/NGC Application Cover Sheet	29
GCFP Flower Show Schedule Award Application	30

TIPS FOR PREPARING A DIGITAL FLOWER SHOW BOOK OF EVIDENCE 31

AWARDS GENERAL INFORMATION

SUBMIT APPLICATIONS ELECTRONICALLY UNLESS OTHERWISE STATED IN THE AWARD REQUIREMENTS

UPDATED DOCUMENTS YOU WILL NEED

GCFP Awards Manual 2025-2027 [NGC Awards Handbook](#) [CAR-SGC Awards Rules](#)
[State Awards Committee Chairs 2025-2027](#) [GCFP/CAR-SGC/NGC Award Application Cover Sheet](#)

The Award Year is from January 1 to December 31.

All NGC, CAR-SGC, and GCFP Award entries are first judged at the GCFP level. The State GCFP Awards listed in this Manual do not usually duplicate any National or Regional Award listed in the [NGC Awards Handbook](#) and CAR-SGC Awards Rules.

Awards are presented at the GCFP State Convention, and certificates are distributed to the District Directors to give to their respective individuals, clubs, and districts.

GCFP Club Size Categories align with the NGC Club Size Categories:

Small 1-20 Medium 21-50 Large 51+

Affiliate Members are not eligible to apply for State, Regional, or National Awards, except for those designated for Affiliates only.

Consult your club treasurer for the current number of club members at the time of application.

AWARD APPLICATIONS

- Most entries must be accompanied by one GCFP/CAR-SGC/NGC Award [Application Cover Sheet](#) found on the GCFP website pagardenclubs.org, under >More >Awards.
- Use up to 3 pages (front only) in addition to the Cover Sheet to fully describe a person, project, or program addressing the four elements of the NGC General Scoring Rubric. NO SMALLER THAN 11 pt FONT AND SINGLE LINE SPACING
- Scoring Rubric can be found on p. 11 in the [NGC Awards Handbook](#), and on p. 10 of this GCFP Awards Manual, unless otherwise noted in the specific award description. Elements are: Presentation, Participation, Achievement, and Documentation.
- The Awards Deadlines Dates on Pages 25-28 list deadline dates chronologically with guidance on applications, references to specific awards manual pages, and which State Awards Chair receives the application.
- The State Awards Committee Chairs document, which provides addresses for the GCFP Awards Chairs, is found on the [GCFP Directories Page](#) on the GCFP Website. *This information is password protected. Contact your Club President or District Director for the password.*

A Book of Evidence (BOE) is required for:	Operation Wildflower Award	Governor's Trophy
	Gold Seal Award	Silver Seal Award
	Flower Show	Publicity Press Book

How to Prepare a Book of Evidence (BOE)

1. Refer to the specific criteria for the award, credentials and documentation requirements, page limitations, special applications required, specific scoring rubric, and application deadline.
2. If a Title Page is required, it should include:
 - Name and number of award
 - Nominee's name, mailing address, phone number, sponsoring club's name, and district number
 - Name, address, and signature of the club president
 - Name(s) of member(s) who prepared the BOE.

3. Use a lightweight folder: 3-prong, solid-color with pockets. (Do not use scrapbooks, loose-leaf notebooks, or oversized books.) A folder is not required if the BOE is mailed electronically.
4. Documentation should be permanently affixed or digitally inserted into the pages and may include:
 - a. Statements/letters of appreciation
 - b. Publicity with date and identification of publication. Photocopied and/or reduced-size material is acceptable
 - c. Radio and/or TV scripts
 - d. Cellphone types of pictures should be clear and focused, showing the project in various stages of development, consistently labeled using one style throughout. If the nomination is for an individual, include a flattering, clearly focused, individual photo
 - e. Financial statements showing expenses and income
 - f. Yearbooks, if included, should be placed in an envelope permanently attached to the inside of the back cover

NGC, CAR-SGC, AND GCFP AWARDS

The **NGC Awards Handbook** can be accessed on the NGC website, gardenclub.org. The NGC Awards site features eight NGC Awards categories, along with the required applications and corresponding scoring rubrics. Special NGC Applications can be accessed on the NGC website. **DUE TO AWARDS CHAIRS BY DECEMBER 1.**

The **CAR-SGC Rules** are available on the CAR-SGC website under "Who We Are" car-sgc.org. **CHECK DUES DATES ON PAGES 25-28 OF THIS MANUAL.**

The **GCFP Awards** are outlined in this document, highlighting awards that are typically unique and not found in the NGC or CAR-SGC Awards Books. Please note whether our GCFP/CAR-SGC/NGC [Awards Application Cover Sheet](#) is required, or if a special NGC Application form is needed. Each award listed specifies the corresponding Scoring Rubric for that category. Unless otherwise stated, the application should include the cover/application form, along with no more than 3 pages of narrative. The text should be in a minimum 11-point font, single-spaced with a double space between paragraphs.

ALL NGC AWARD CATEGORIES REQUIRE ELECTRONIC SUBMISSION	ELECTRONIC SUBMISSION and SPECIAL APPLICATION	HARD COPY BOOK OF EVIDENCE (BOE)
CE - Community Enhancement	SR-2 Award of Excellence	Operation Wildflower
EC - Environment and Conservation	SR-4 Award of Honor 5 pages maximum (no special app)	Governor's Trophy
FD - Floral Design and FS - Flower Show Achievement	FS - Flower Show Book of Evidence to Deb Stumpf (Pg. 27)	Gold Seal Award Silver Seal Award
G - Gardens	HARD COPY AND SPECIAL APPLICATION	Publicity Press Book (Pg. 11) to Linda Freedman
MAE - Membership Advancement & Education MAE-2 Website to Janet Fassbender MAE-4 Newsletter 1 Electronic Copy to Joyce Peterson	Smokey Bear/Woodsy Owl (SBWO) Poster Contest to Betty Grossheim	GCFP Mini Flower Show (Pg. 16)
	Youth Contests: Poetry, Sculpture and HS Essay to Chris Hawthorne	HARD COPY YB-1 Club Yearbook to Iris Cisarik
SR - Service and Recognition	HARD COPY, ELECTRONIC COPY AND SPECIAL APPLICATION	Email DISTRICT AWARDS to your District Director, District Awards Chair, or EH Chair: Laurels, Forget-Me-Not, Perennial Bloom, Exceptional Horticulturist
YW - Youth Work		

GCFP AWARDS APPLICATION FORMATTING GUIDELINES

Preparing a Successful Awards Application

Also, refer to NGC's ["Create a Winning Award Application"](#) on the NGC website

When preparing your awards application, always refer to the instructions in the Awards Manuals and supporting documents, which are available on the Awards Page of the GCFP Website. Applications should be submitted electronically unless otherwise specified in the award requirements. Prepare your documents in MS Word and submit as a PDF file.

1. Electronic submissions should be emailed to the designated award Chair listed on the GCFP Website under "Directories." All other electronic submissions should be sent to GCFP Awards Chair Marilyn Small GCFPAwardsMSmall@gmail.com, copy to Sheri Lowry gcfpawardsslowry@gmail.com
2. Refer to the GCFP Award Deadlines Dates on Pages 25-28 for instructions for awards that are sent to specific Awards Committee Chairs.
3. Awards that require special applications and/or Books of Evidence are forwarded to the Awards Committee Chairs.
4. Addresses for the GCFP Awards Committee Chairs are listed in the ["State Awards Committee"](#) document on the GCFP website under "Directories." Ask your District Director for the password.
5. When you "Save" your application/cover letter, use the Awards Number/Name and your Club Name as the File Name (EX: CE-3 Food Bank Donations-GC of Bristol Borough). Use this file name for the narrative, also if it is a separate document/attachment to the application/cover letter. When you submit/email your application, use the File Name in the Subject line.
6. Every application/cover sheet must be fully completed, including the number of club members and district number. Make sure your club's name is spelled correctly, and if your club's name begins with THE, be sure to include it.
7. Application/cover sheet must accompany a hard-copy submission. Do not send the application electronically and the BOE separately by mail.
8. A signed [release form](#) should be on file with your club for every photographed person in your submission, including children.

Preparing Your Narrative

- Begin the first page of the narrative with
 - Name and number of the award
 - Your club's name and District
 - Title of the project or presentation
- Use the Scoring Rubric as a guide, and provide information in the order as listed in the rubric.
- You may choose to use rubric elements or subtopics as paragraph headings.
- Insert page numbers in your narrative
- Pictures must be inserted into the document and labeled as part of the application narrative. No separate jpg's accepted.
- Number or use bullet points to organize info or outline steps used to achieve your project's goals.
- Use single spacing and no indenting for paragraphs; just add an extra line spacing between paragraphs.
- If applicable, be sure to include financial information: Income – Expenses = Profit.
- Make sure that you have addressed the General Scoring Rubrics: Presentation, Achievement, Participation, and Documentation.
- Publicity may be photocopied/scanned and/or reduced in size, but must include dateline and identification of the publication.
- Edit your narrative for clarity, conciseness, grammar, spelling, and adherence to page limits. It is highly recommended that you have another knowledgeable club member review your application for corrections before submitting it to the Awards Chairs. What is received will be judged; resubmissions will not be accepted.

MAE-2 Website submissions - The key information is the **name of the website page**. This should be the first piece of information given after identifying your club and the award name in your narrative. Make it easy to identify, highlight it, and confirm that the website address is accurate.

Clear and well-focused cell phone pictures are perfectly acceptable and easy to insert into narrative text.

- Pictures need to be labeled
- Individuals are identified left to right
- If the award is for an individual and a picture is requested, the picture should be a flattering pose of the individual and not a group photo.

The quality and clarity of your awards application will improve if you follow these guidelines. Applications will be easier to judge and track electronically. Receiving, tracking, and judging awards applications is very time-consuming. These guidelines will help make the job easier. Thank you in advance for your help!

Marilyn Small, Uwchlan Garden Club, I
GCFP Awards Chair, 2025-2027

Sheri Lowry, The Garden Club of Johnstown, VI
GCFP Awards Vice-Chair, 2025-2027

7/2025

GCFP DISTRICT AWARDS

1. EXCEPTIONAL HORTICULTURALIST — August 1 to JoAnn Celaschi [Exceptional Horticulturist Link](#)

This award is given at your district meeting in September to a club member who has demonstrated outstanding horticultural skills. The Exceptional Horticulturist will have their name recorded in the [GCFP Book of Exceptional Horticulturists](#) on the GCFP web page under >More > Directories.

Qualifications:

Experience - The candidate should cultivate a variety of plant materials such as trees, shrubs, annuals, perennials, and houseplants, and be able to discuss with others how to grow these plants.

Education - The candidate should be well read and knowledgeable of books, magazines, flower and garden catalogs, and how to use the internet for information on horticulture. Additionally, the candidate should be familiar with the National Garden Clubs Inc.'s schools and programs. Hopefully, the candidate has attended one or more of the schools provided by the National Garden Clubs, but this is not a requirement.

Sharing - The candidate should share their knowledge and experience with friends and garden club members, as well as other civic and community organizations, when called upon to do so. They should be able to represent the GCFP as a knowledgeable source of information.

There is no specific form to complete for this award, but you will need to submit a brief description (no more than 3 pages) of **1)** the type of garden that they maintain; **2)** the types of plants grown; **3)** any accolades/awards achieved; **4)** any programs they presented on the subject of horticulture to their club or other clubs and/or organizations; **5)** pictures are encouraged; **6)** if they completed or attended any one of the NGC schools.

2. DISTRICT LAURELS – August 1 to your District Awards Chair or District Director

(Printable Award Certificate is on GCFP website and may be used by the District Directors.)

These are non-competitive awards that may be awarded to qualified district or individual club members. These awards recognize and encourage outstanding achievements that are “above and beyond” the usual duties of the office or committee. Be selective when choosing nominees. Consider individuals who have never been recognized or honored for their exceptional service to the club, District, or Federation.

The District Director or District Awards Chair/Committee will review applications and decide whether the activity or project merits a Laurel. Laurels will be awarded to the selected recipients at the Annual District Meeting held in August or September each year. There are no limits on how many Laurels a club can award, although the typical range is from two to four. Each District may also create its own unique award to express “thank you.”

Members of clubs may be recognized for outstanding activity in the following:

- Club Programming: well-balanced, including study and/or activity in the following: Horticulture, Artistic Floral Design, Conservation, and at least one phase of Civic Activity, *e.g.*, Junior Gardening, Horticulture Therapy, Conservation, Civic development
- Conservation
- Civic Development
- Horticulture Therapy (actual work with patients)
- Horticulture therapy-related services, such as beautification of grounds, providing decorations, etc.
- Horticulture: Honor the outstanding horticulturist
- Junior, Intermediate, or High School Gardening
- Landscape Design
- Scholarship
- World Gardening
- Any other State or National objective, such as promotion of special types of horticulture, specialty gardens, educational workshops, environment, or public relations.

Applying for District Laurels

Laurels should be emailed to the District Awards Chair or the District Director. For each laurel, include the following:

1. Club name, date of application, category of award (see above-listed categories)
2. Name of nominee
3. Be brief, but supply enough information on the nominee’s work to justify the application.
4. Name of club president and person nominating

3. PERENNIAL BLOOM AWARD (DISTRICT, GCFP/CAR-SGC) – [Special Application](#)

(Printable Award Certificate is on the GCFP website and may be used by the District Directors.)

CLUB DEADLINE: January 15 - Clubs may nominate long-time members to their District Awards Chair and/or Director using the [special PB application form](#). Documentation of any office, chair positions, participation, or influence should be noted. Up to four pages of additional information and photos can be added.

DISTRICT DEADLINE: February 1 - Each District sends one entry to the State Awards Chair Marilyn Small, copy to Vice-Chair Sheri Lowry, to compete for the GCFP Perennial Bloom Award. The GCFP Perennial Bloom winner will be announced at the GCFP spring convention.

STATE DEADLINE: April 1 - The State Awards Chair sends the GCFP PB winner’s application to the CAR-SGC Perennial Bloom Chair. The CAR-SGC Perennial Bloom recipient will be announced at the CAR-SGC Annual Fall Convention. Clubs are encouraged to plant a tree or shrub in their nominee’s honor and to recognize them with a District PB Certificate.

4. FORGET-ME-NOT HONORARY AWARD (DISTRICT) – August 1 to District Awards Chair or District Director

This district award recognizes long-standing members who make our organization special because of their dedication to their club and its community service. Each club may nominate ONE member, **submitted to their District Director by August 1**, who selects one District winner to be recognized at their Annual District Meeting. [Forget-Me-Not qualifications](#)

Criteria for selection. Describe how the nominee fits the criteria (1-6):

1. Member in good standing for 10 plus years
2. Active participation in club activities (chair and/or board positions, design, horticulture)
3. Active participation in club community activities
4. Regular attendance at meetings and functions
5. Promotes GCFP, CAR-SGC, & NGC values
6. Loves her garden, big or small!

DEADLINES: August 1 - Clubs to District Awards Chair and/or District Director

August 15 - District Director to State Awards Chair – please include picture

(Printable Award Certificate is on GCFP website and may be used by the District Directors.)

DD sends their district's chosen Forget-Me-Not's write-up and picture to the State Awards Chair (to meet submission deadline set by KG Editor for the Fall Edition of the KG Online). The State Awards Chair will ensure that each winner's name, club, service years, special accomplishments, and photograph are published in the KG Online.

SR-4 MEMBER OF HONOR AWARD (GCFP/CAR-SGC/NGC) – Electronic Submission

(Refer to [NGC Awards Handbook](#) and [CAR-SGC Awards Rules](#))

Best in Each Region receives an NGC Certificate and Pin and is recognized in *The National Gardener*.

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

- Civic development
- Conservation
- Floral design
- Horticulture therapy
- Landscape design
- Youth activities
- Horticulture
- All around excellence

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

This award requires an electronic submission and is submitted to the GCFP Awards Chair, who submits the GCFP winner to the Regional Awards Chair. (CAR-SGC).

GCFP application cover sheet plus 5 pages maximum:

- Title Page
- One-page summary of accomplishments
- Three-page (maximum) list of accomplishments/photos

DEADLINE: December 1 to State Awards Chair Marilyn Small, copy to Sheri Lowry

NGC/GCFP/CAR-SGC GENERAL SCORING RUBRIC

Presentation..... 5 Total_____

Cover sheet included with all sections completed	2	
Application adheres to 3 single-page limit unless otherwise specified in the award description	2	
Application is neat and concise	1	

Achievement65 Total_____

Meets NGC Mission & Goals	6	
Scope of project defined	4	
Need identified	7	
Benefit to target (members/recipients/community/etc.	10	
Accomplishment of goals	8	
Comprehensiveness of work	6	
Activities to attain goals are explained	8	
Evaluation of goals reached	4	
Educational	3	
Prior Planning	4	
Very brief history of continuing project (give full credit if not a continuing project)	3	
Other	2	

Participation.....15 Total_____

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

Documentation (Photocopies permitted)15 Total_____

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

100 Total_____

PUBLICITY PRESS BOOK AWARD (GCFP/CAR-SGC) - Deadline January 15

Certificates may be awarded in each category to winning Books of Evidence that demonstrate quality, quantity, and diversity of coverage in the print media promoting garden clubs and NGC goals and objectives.

A **Book of Evidence** (no page limit) should be sent to the State Publicity Press Book Chair with one GCFP/CAR-SGC/NGC Award Application Cover Sheet with required information firmly attached to inside front cover. Include a self-addressed mailing envelope with postage attached for return of the Book of Evidence.

Categories:

- A. Single-member garden club (small club, medium club, large club)
- B. Group of member clubs, council, and district
- C. State Affiliate (dues paid to GCFP)
- D. Group of member clubs, councils, and districts

Requirements for Preparing a Publicity Press Book

1. Label on outside cover: award name and number, category, name of club, city, and state.
2. Submit in a report cover or folder sized 8 ½" x 11" or 9" x 12." No heavy scrapbooks or oversized portfolios. Plastic page protectors may be used. There is no limit on the number of pages.
3. Material may consist of any of the following: newspaper, magazine, newsletter, notices or flyers of one-time events, clippings from printed publications (Ex: state or regional official publication, The National Gardener, etc.), name and date of publication over each article. Clear photocopies and reduced photocopies of large or lengthy articles are permitted. Downloading published newspaper articles from the internet is allowed.
4. Clippings are evenly cut. No loose clippings are permitted.
5. Each published item must contain the name of the organization and/or individual/s identified as a member of the organization. Underline the first mention of the organization or individual/s in each article.
6. Articles should include who, what, when, where, etc.; publicity should relate to an organization's or individual's projects and/or activities and promote garden club objectives.
7. Page numbers and a Table of Contents are not necessary. Contents should be affixed in chronological order, January 1 to December 31.

SCORING RUBRIC

Presentation	15
Meets all requirements, neat	
Quality	40
Articles well written, publicity related to projects and/or activities	
Quantity	25
Articles for each month (take into consideration dark months), use of various publications and media (newspaper, magazine, newsletters, other)	
Diversity	20
Local, council, district	

Total 100 Points

DEADLINE: January 15 to Publicity Press Book Chair Linda Freedman

YB-1 CLUB YEARBOOK (GCFP/CAR-SGC) (Refer to [CAR-SGC Awards Rules p. 14-15](#)) December 1

Size Categories:

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

One hard-copy yearbook and one GCFP/CAR-SGC/NGC [Application Cover Sheet](#). Fold the application and place it inside the yearbook, which is then inserted in a brown envelope and mailed to the Yearbook Chair.

SCORING RUBRIC: (For judging the Yearbook Only - no other description of yearbook is required.)

FORMAT: 15 points

Book Structure	2
Practical, convenient size for membership, durable, neat. Yearbooks may be stapled, spiral-bound, or a 3-ring binder. Material should be well placed with ample margins, and font size suitable for members to read. No loose pages.	
Cover	2
Include name of club, town, state organization, year, and appealing design. If a 3-ring binder cover is used, substitute with a paper cover and include the required information listed above, and so note.	
Title Page	2
Include name of club, town, state organization, year, number of dues-paying members, and affiliated organizations (district, region, NGC, other). If state and national dues are paid on associate/inactive/honorary members/, they are counted in the total membership.	
Table of Contents	1
Number the yearbook pages and list topics on the Contents page.	
Subsequent pages in any order that is most useful to members and best fit for page placement. Information in a club yearbook should be in logical order. National and State information does not have to be in front.	
Membership Roster	2
Complete mailing addresses, telephone numbers, and e-mail addresses (if applicable). Avoid crowding. Suggestion to save space: "All area codes are ____ and postal zip codes are _____, unless otherwise noted.	
List of Club Officers and Committee Chairs	1
NGC information	1
Name of the NGC president, the theme of the administration, and a referral to the NGC website for further information.	
Other information	2
Name of the region director, theme of region, and referral to the region website, name of the state president, theme of the state president, and a referral to the state website.	
Calendar of Events	2
List dates and locations for district/state/region/national meetings and events to encourage members to attend and to eliminate the setting of conflicting dates.	

PROGRAMS: 50 points

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

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

PROJECTS: 35 points

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

- List continuing and new projects..... 15
(A club is not required to have new projects)
- Give brief work description of projects 20
Include location, name of chairman, how members participate, list of donations if applicable, in-kind donations if applicable, plans for maintenance if applicable, etc.

TOTAL 100 points**OPTIONS: (No points given)**

Could fill available space. Some clubs include bylaws, budget, fundraising, roll call, former club presidents, and club theme:

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

DEADLINE: December 1 to Yearbook Chair Iris Cisarik

GCFP AWARDS FOR CIVIC ACHIEVEMENT

(Recognizing Individuals)

MYRREL R. OVERDORFF COMMUNITY ACTION AWARD - Certificate and \$100

This award may be given to an individual garden club member whose contributions have brought recognition to both the recipient and their garden club. It is not limited to garden club activities but also honors meaningful community service. Submit a summary of the individual's work within the garden club and their notable community accomplishments. Include supporting materials such as: 1) photographs and media or publicity coverage; 2) letters of commendation or appreciation; 3) any other relevant documentation.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10)

Presentation	10
Achievements and lasting Accomplishments	70
Documentation and Substantiating data	20

Total - 100 points

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

HISTORIC RESTORATION AWARD - Certificate and \$50

This award may be presented to an individual garden club member who has shown dedication to the continuing challenge of reclaiming and/or preserving a historic site. To qualify for this award, the site does not have to be developed but must be recognized by local, state, or national authorities.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10)

Presentation	10
Achievement and Significance of Project.....	50
Participation and Extent of Involvement	30
Documentation and Proof of Accomplishment	10
Total – 100 points	

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP AWARD FOR CONSERVATION/ENVIRONMENT

OPERATION WILDFLOWER AWARD – Deadline January 15

This award may be presented to an individual garden club member in recognition of his/her active participation and effective leadership in promoting the use of wildflowers and native plants, establishing wildflower/native plant gardens, and/or protecting Pennsylvania's native plants and/or trees. The efforts of the individual should extend into the community.

The Book of Evidence should include a complete description of the work done, its impact, and its lasting effects. Include photographs, publicity, and other substantiating data.

SCORING RUBRIC - Use scale for Elizabeth Potts Amidon Award found in the next section.

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP AWARDS FOR HORTICULTURE & FLORAL DESIGN

ELIZABETH POTTS AMIDON HORTICULTURE AWARD – Deadline January 15

May be awarded to an individual garden club member whose efforts towards the advancement of horticulture are so outstanding and far-reaching as to merit being cited as the most outstanding horticulturist of the Garden Club Federation of Pennsylvania.

The application should include:

- A. Brief description of accomplishments
- B. Pictures with captions
- C. Pertinent data, such as publicity or letters (May be reduced in size)
- D. Any other substantiating evidence

Scoring Rubric - (Use definitions for each category on General Rubric, Page 10)

Presentation - neat and concise.....	20
Achievements and scope of accomplishment.....	50
Documentation - supporting data, photos, publicity	30
Total - 100 points	

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP HORTICULTURE EXCELLENCE AWARD – Deadline January 15

May be awarded to a garden club member who specializes in one type of gardening, such as rock gardening, herb gardening, indoor gardening, vegetable gardening, annual and perennial gardening, etc. It may also be given to a member who specializes in growing a particular plant, such as roses, African violets, lilies, etc. 3 pages total, no smaller than 11 pt. font

Application should include:

- A. Brief description of specialty
- B. Pictures with captions
- C. Publicity, if possible
- D. Documentation, any other substantiating evidence

SCORING RUBRIC: Use Elizabeth Potts Amidon Horticulture Award rubric.

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP CLUB HORTICULTURE ACHIEVEMENT AWARD – Deadline January 15

May be awarded to a club or club member for a series of outstanding horticulture educational presentations, a minimum of seven (7), over a single calendar year. May be structured as lectures, workshops, demonstrations, garden visits, or any combination of these activities, but they must occur at a club meeting or scheduled outings. 3 pages total, no smaller than 11 pt. font

Application should include:

- A. Brief description of meetings
- B. Pictures and publicity
- A. Other substantiating evidence
- E. Club Yearbook, as published

SCORING RUBRIC: Use Elizabeth Potts Amidon Horticulture Award rubric

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP CLUB FLORAL DESIGN ACHIEVEMENT AWARD – Deadline January 15

May be awarded to a club or club member for a series of outstanding floral design educational presentations, a minimum of seven (7), over a single calendar year. May be structured as lectures, workshops, demonstrations, educational, or any combination of these activities, but they must occur at a club meeting or scheduled outings. 3 pages total, no smaller than 11 pt. font

Application should include:

- A. Brief description of meetings
- B. Pictures and publicity
- C. Other substantiating evidence
- D. Club Yearbook, as published

SCORING RUBRIC - Use Elizabeth Potts Amidon Horticulture Award rubric

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry



GCFP AWARDS FOR FLOWER SHOWS

GCFP MINI FLOWER SHOW RECOGNITION AWARD - Deadline December 1

May be awarded to a garden club for a continuing program of mini-flower shows staged at the regular club meetings (minimum of 4 shows per year).

The hard copy Book of Evidence should include:

- | | | |
|--------------------------|---------------------------|--|
| A. Flower show schedules | B. Pictures with captions | |
| C. Number of entries | D. Club Yearbook | E. Publication: Facebook, newsletter, etc. |

SCORING RUBRIC

Presentation, neat, concise	20
Achievement and scope of accomplishment	50
Documentation, supporting data, photos, publicity, yearbook	30

Total - 100 points

DEADLINE: December 1 to Flower Show BOE Evaluation Show Chair Deb Stumpf

GCFP SUPERIOR FLOWER SHOW AWARDS - GREEN AND GOLD RIBBON - Deadline December 1

Will be presented to a garden club whose Flower Show Evaluation scores 90 points or above and submits an Electronic Book of Evidence. The State Flower Show Evaluations Chair will advise the club if it scored 90 points or more so that a club may prepare a Book of Evidence eligible for one of the National Flower Show Awards. (Refer to [NGC Awards Handbook](#) Flower Show Achievement Awards beginning on Page 28 and the FORMS section of the NGC website.)

PENNSYLVANIA FLOWER SHOW AWARDS

DEADLINE: December 1

The Pennsylvania Flower Show Awards listed below may be included in your flower show schedule, but the schedule must be approved by the District Flower Show Schedule Chair. Following that Chair's approval, you may apply for the award ribbons. Apply to the Flower Show Awards and Ribbons Chair, Rosemary Gish Ebersole. (Contact info may be found in the GCFP BOD on the GCFP Website.) Ribbons may be awarded at the show at the discretion of the judges.

GCFP/CAR-SGC FLOWER SHOW SCHEDULE AWARD – Electronic and Hard Copy to Margie Bucci
Use the GCFP FS Schedule Award Application Cover Sheet (Page 31), enclose with FS Schedule, and mail to FS Schedule Chair. Refer to the Scale of Points for Evaluating Standard Flower Show Schedules ([Form 29](#)), which is directly related to Schedule Evaluations. Those schedules scoring 95+ will be forwarded according to CAR-SGC's categories. Refer to [CAR-SGC Awards Rules](#) p. 8.

FLOWER SHOW BOOK OF EVIDENCE (See Pg. 31) – Electronic with Special Application to Deb Stumpf
Flower Shows must use the GCFP Award Application Form for Flower Shows, and the associated BOE has other specific requirements described in the "NGC Flower Show Achievement Evaluation Form" found on the [NGC website](#).

GCFP SPECIAL STATE AWARDS

GOLD SEAL AWARD – Deadline January 15 to State Awards Chair

May be awarded to an individual garden club member whose efforts toward the advancement of garden club work have had a far-reaching influence. The efforts of the individual should extend beyond the local garden club and community and into other portions of the state or beyond. These efforts should have a lasting influence and should enhance the Garden Club Federation of Pennsylvania and its objectives.

The recommendation requires a substantial Book of Evidence. The Book of Evidence should include a complete description and evidence of the work done by the individual, accomplishments, lasting quality of work, far-reaching qualities of the individual's efforts, photographs, and publicity.

The winner shall receive a 14K Gold Seal charm, with the year and initials engraved, on a pendant chain or neck ring. The winner will be invited to attend the Awards Ceremony at the GCFP Convention and be officially recognized.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10)

Presentation	10
Neat and concise, meets requirements, Cover, title page, table of contents	
Achievements	70
Worthiness, scope of accomplishments, lasting influence, far-reaching effect	
Documentation and substantiating data	20
Photographs, publicity, and other	Total - 100 points

DEADLINE: January 15. The hard copy Book of Evidence and appropriate applications must be sent to the State Awards Chair.

SILVER SEAL AWARD – Deadline January 15 to State Awards Chair

May be awarded to an individual, organization, or institution, other than a garden club or garden club member, for special contributions toward the advancement of the work of garden clubs.

A **Book of Evidence** (up to 6 pages, minimum 11 pt font, single-spaced with double between paragraphs) is required with a brief description of the work of the individual or organization, photographs, and publicity, if available, and any other substantiating evidence.

GCFP pays for one winner's dinner at the convention; the club pays for any guests.

SCORING RUBRIC: Same as the Gold Seal Award.

DEADLINE: January 15. Send hard-copy Book of Evidence and appropriate application to the State Awards Chair Marilyn Small.

THE GOVERNOR'S TROPHY – Deadline January 15 to State Awards Chair

May be awarded to a Federated Garden Club, which has distinguished itself by providing a year of well-balanced club programs, exceptional civic activity, club projects in all areas of NGC goals and objectives, and activity in state projects as defined in the Scoring Rubric.

The winner will receive an engraved crystal vase, which becomes the property of the winning club. The historic Governor's Trophy Silver Bowl is also awarded for the winning club's use throughout the year; it must be returned at the next convention. Additionally, the club receives a certificate of recognition for being the most outstanding garden club in its size category in the state.

How to Apply:

1. The hard copy Book of Evidence (BOE) and one copy of the current GCFP/CAR-SGC/NGC Application Cover Sheet must be received by the State Awards Chair no later than January 15.
2. The Book of Evidence should be prepared following the rules on pp. 3-4 of this Manual. The BOE for the Governor's Trophy may have 25 pages, 50 surfaces, 8 ½ by 11 size paper.
3. In providing evidence of work planned and completed, include one or two club yearbooks (if your club year does not correspond to the calendar year).
 - Large Clubs (over 51 members) may apply in January 2026 for the 2025 club year
 - Small Clubs (1 to 20 members) may apply in January 2027 for the 2026 club year
 - Medium Clubs (21-50 members) may apply in January 2028 for the 2027 club year
 Rotation repeats every three years.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10)

Presentation	5
Neat and concise	
Club Meetings	15
At least 9 meetings a year, well-attended, well-balanced, garden-related programs with emphasis on horticulture: includes workshops, garden tours, field trips, and exhibits.	
Civic Activities	45
Flower Show, Community Planting and/or Landscaping, Horticulture Therapy, Arbor Day or Tree Project, Work with Youth, Community Involvement	
Conservation Activities	15
Birds and/or Butterflies, Litter Control and/or Recycling, Pollution, Air and/or Water Wildflower and/or Nature Study	
Club Organizational Activities	10
Published Yearbook, Published Newsletter (at least 2 per year), Reception for new members during the year, Club Attendance at District and State Meetings	
Club Supported State Projects	10
World Gardening, State President's Projects and initiatives, contributed to and/or promoted scholarships given by the club, contributed to and/or promoted an applicant for State or National Scholarship,	

Total - 100 points

DEADLINE: January 15 to State Awards Chair Marilyn Small

SPECIAL RECOGNITION STATE AWARD – Deadline January 15

May be awarded to a club or district for outstanding achievement in one of the fields of interest listed below.

- ⇒ No applications will be accepted if your club won 1st Place in the same field the previous year.
- ⇒ Continuing projects should specify work done in the award year only. Please be specific about dates.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10 to describe the Project or Event)

- A. Beautification of Community Areas
- B. Tree Plantings, Arbor Day Activities
- C. Holiday Project or Event
- D. Plant Sale, Garden Mart, Herb Fair
- E. Garden Tour
- F. Special Fundraiser for Scholarship or Community Project
- G. Youth Activities
 - a. Single Activity OR
 - b. Series of Activities (minimum of 3)
- H. Any Other Project or Event that Promotes GCFP Objectives



DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP CLUB PROGRAM AWARD – Deadline January 15

May be awarded for an outstanding, original, garden-related program or scheduled event at a single meeting, or it may be awarded to the presenters of such a program:

- A. Garden club member
- B. Two or more garden club members

The program must stimulate interest in the purpose and objectives of the GCFP, CAR-SGC, and NGC. Applications may be submitted for any of the following categories:

- | | |
|-------------------------|-----------------------------|
| A. Horticulture | G. Conservation |
| B. Landscape Design | H. Arbor Day |
| C. Garden Tours | I. Birds, Butterflies, etc. |
| D. Indoor Gardening | J. Litter, Recycling |
| E. Flower Arranging | K. Workshop |
| F. Horticulture Therapy | L. Environmental Concerns |

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10 to describe the Program or its Presenters)

- Presentation, Format 10
 - Neat, concise, informative
- Achievement, Participation, Program Content.....80
 - Quality (20), distinction (5),
 - educational value (40), Member interest (15)
- Documentation, Substantiating Data 10
 - Publicity (5), photographs (5)

Total - 100 points

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

GCFP YOUTH AWARDS

YOUTH AWARDS LISTED IN THIS SECTION DO NOT CORRESPOND TO ANY NGC AWARD

To be eligible to apply for youth awards at the State, Regional, and/or National levels, all garden clubs must register the youth group they sponsor with the State Youth Chair and pay annual dues for the youth group to the State Headquarters. Please refer to the [Youth Registration form](#) on the GCFP website.

The winners of the youth awards listed in this section cannot be forwarded to National for consideration. Please refer to the NGC and CAR-SGC Awards Handbooks for other National Youth Awards and Youth Contests judged at the Regional Level.

Complete one current GCFP/CAR-SGC/ NGC Application Cover Sheet or GCFP FS Schedule Form from the GCFP website, and apply by postal mail.

DEADLINE: December 1 - Submit to the appropriate State Awards Chair for Yearbook or FS Schedule

GCFP YOUTH YEARBOOK AWARD

May be awarded to:

- A. Junior Garden Club (Grades 1 through 6)
- B. Intermediate Garden Club (Grades 7 through 9)
- C. High School Garden Club (Grades 10, 11, and 12)
- D. An established group (school, scout troop, etc.) with whom the member garden club has consistently been working.

SCORING RUBRIC

Presentation, Format	10
Content	20
Meetings (at least 6-9)	20
Programs, field trips, community projects, etc.	50
Total - 100 points	

DEADLINE: December 1 to Yearbook Chair Iris Cisarik

GCFP YOUTH FLOWER SHOW SCHEDULE AWARD – Electronic Submission

May be awarded to:

- A. Junior Garden Club (Grades 1-6)
- B. Intermediate Garden Club (Grades 7-9)
- C. High School Garden Club (Grades 10-12)
- D. An established group (school, scouts, etc.) with whom a member garden club has consistently been working.

SCORING RUBRIC: Use CAR-SGC Awards Manual - FS Schedule Award rubric (Form 29).

DEADLINE: December 1 to Flower Show Schedule Chair Margie Bucci

MRS. MAXWELL W. STEEL YOUTH ACHIEVEMENT AWARD

May be awarded to a Federated Garden Club for a year's outstanding activities that promote club, State, Region, and National objectives with a school, scout, 4-H, or established Junior and/or Intermediate youth group.

SCORING RUBRIC - (Use definitions for each category on General Rubric Page 10)

Horticulture Activities	25
Growing projects, designing with plant materials, workshops, field trips, and other	
Environmental Activities	25
Recycling, litter, pollution, birds, butterflies, conservation, poster, and/or	
essay contest, other	
Membership Participation	10
Size of the club a consideration	
Documentation, Supporting Data	10
Pictures, finances – summary of income and expenses, letters of appreciation,	
publicity, other	
Achievement	30
Overall excellence, well-balanced activities	
	Total - 100 points

DEADLINE: January 15 to State Awards Chair Marilyn Small, copy to Sheri Lowry

YOUTH CONTESTS

NGC Youth Work (YW) Awards have their own application forms found on the NGC Website.

All youth contest entries must provide the NGC Publicity [Release Form](#) with application.

POETRY CONTEST (GCFP/CAR-SGC/NGC) – Deadline December 1

NGC Certificate for 1st Place Winners

See National Garden Clubs, Youth Contest at www.gardenclub.org for current rules and theme.

Categories: General Education, Special Education, English Speakers of Other Languages
Excite and encourage our youth (Kindergarten-Grade 12) to express and explore their creative thoughts through different types of poetry. NGC's Poetry Contest enables our youth to embrace their creativity through the art of writing.

Be imaginative and join the winners to see your poetry in a [digital poetry booklet](#).

The NGC Publicity [Release Form](#) must be provided for each.

1. All entries must be typed and titled.
2. Have a creative title. The theme should not be used in the title; only used throughout the poem.
3. Include name, address, age, and school grade of participant on back of entry.
PLEASE CONFIRM SPELLING OF EACH STUDENT'S NAME.
4. Sponsoring club and state garden club must also be identified.
5. All entries become the property of CAR-SGC, Inc./NGC.
6. Poems do not have to rhyme.
7. Poems may be traditional verse, acrostics, blank verse, cinquains, diamond poems, or Haiku.

NOTE: Any poems with content deemed inappropriate should be immediately disqualified, and the student should be notified of the disqualification. Inappropriate content would include sexually explicit, violent, death, pessimism, or hate.

SCORING RUBRIC

- Title..... 10
- Content..... 40
- Creativity 30
- Style..... 20

Total - 100 points

DEADLINE: December 1, hard copy to
Youth Contest Chair Chris Hawthorne

YOUTH SCULPTURE CONTEST (GCFP/CAR-SGC/NGC) – Deadline December 1

Download Youth Sculpture Entry Form and Rules from the NGC website at

www.gardenclub.org/youth-sculpture-contest

Certificate of Recognition to NGC 1st place winners in Grades 4–8.

1. Children in 4th through 8th grades are eligible to enter the contest.
2. Sculptures must consist of recyclable, reused, and reduced materials
3. The sculpture is limited to a size that would fit on an 8 ½ x 11-inch sheet of paper; height should be proportional to width.
4. A list of materials used, and a brief description of the sculpture should be included on the entry form.
5. Entries should include two 4" x 6" photographs printed on the back of the entry form.
6. Club entries must be sent to the State Chair by the State Deadline. State winners will be sent to the CAR-SGC Chair by Feb. 1.
7. Youth sculpture contest winners will be asked to submit a high-quality photo of their entry to be used on the NGC website and in other NGC publications.

The NGC Publicity [Release Form](#) must be provided for each entry.

SCORING RUBRIC

- Creative use of materials and self-expression..... 60
- Description of sculpture and materials used..... 30
- Craftsmanship and technique 10

Total - 100 points

DEADLINE: December 1, hard copy to Youth Contest Chair Chris Hawthorne

SMOKEY BEAR / WOODSY OWL POSTER CONTEST (GCFP/CAR-SGC/NGC) – January 20

See [NGC SBWO Youth Poster Contest](#)

Students sponsored by a Member Garden Club are invited to participate in this Poster Contest sponsored by the U.S. Department of Agriculture Forest Service and the National Garden Clubs, Inc. Winning posters will not be returned. The NGC Release for Publication [Release Form](#) must be provided for each entry.

- Smokey Bear posters must be based upon and include Smokey's fire prevention message: "Only YOU Can Prevent Wildfires!"
- Woodsy Owl Posters must be based upon and include Woodsy's conservation message: "Lend a Hand – Care for the Land!"
- Original drawings of Smokey Bear or Woodsy Owl (not both) should demonstrate the applicant's understanding of fire prevention and basic environmental conservation principles.
- Materials that may be used include:
 - Crayons and markers
 - Poster paints, watercolors, etc.
 - No three-dimensional, computer-scanned, or electronically generated images will be accepted.

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

Rules and entries for the next contest are usually released in the summer of the prior year at

<https://gardenclub.org/smokey-bear-woodsy-owl-youth-poster-contest>.

(Rubric on next page)

SMOKEY BEAR / WOODSY OWL Continued

SCORING RUBRIC

- Originality20
- Design.....20
- Slogan20
- Artwork.....20
- Overall Effectiveness of the Message20

Total - 100 points

DEADLINE: January 20 to the Smokey Bear / Woodsy Owl Chair Betty Grossheim

HIGH SCHOOL ESSAY CONTEST (GCFP/CAR-SGC/NGC) – Deadline December 1

Refer to the [NGC Youth Essay Contest](#) for the current theme and rules.

1st Place Winner: GCFP Certificate and \$100; CAR-SGC Certificate and \$150; NGC Certificate and \$50
All entries must be sponsored by a single club, group of clubs, councils, districts, or a state garden club and are open to high school students, grades 9 through 12. All entries become the property of CAR-SGC/NGC. Students and parents are invited to the convention dinner when the announcement is made.

Length of Essay: Between 600-700 words and addresses an Essay Prompt. The entry will be penalized if the essay does not conform to the required length. All entries must be typed and titled. Students should write the essay so it is suitable to be published in *The National Gardener*, the *CAR-SGC Review*, and/or *the Keystone Gardener*.

SCORING RUBRIC

Content = Total 60 points:

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

Composition = Total 20 points:

- Grammar and punctuation 10
- Vocabulary and spelling 10

Manuscript = Total 20 points:

- Conformance to length 5
- Cover Sheet includes: Name, Address, Phone Number, School Attending, Grade, List of Activities, and Sponsoring Club (Photo Optional) 5
- Entry is submitted via email in PDF document format 5
- Entry includes NGC, Inc. [release form](#) for publication 5

Total - 100 points

Note: The entry should be sent via email attachment as a PDF file.

DEADLINE: December 1, hard copy to the GCFP Youth Contest Chair Chris Hawthorne

NON-COMPETITIVE STATE AWARDS

No application is required.

GCFP CLUB MEMBERSHIP AWARD

A certificate and \$100 award to the garden club in each category that has the greatest number of new members in the calendar year, based upon paid memberships in the GCFP office within 21 days before the annual meeting and convention. This is not a membership increase award.

Categories: Small Club – up to 20 members
 Medium Club – 21 to 50 members
 Large Club – 51+ members

GCFP COMPREHENSIVE AWARD

Two Comprehensive Certificates may be awarded:

1. GCFP Comprehensive Award - to the district with the most GCFP Awards in the current award year
2. Youth Contests Comprehensive Award – to the district with the most club-sponsored winners of Youth Contests, which include the Youth Poetry, Sculpture, High School Essay, and Smokey Bear/Woodsy Owl Poster

Awards won by the district, if applicable, shall be included.

The State Awards Chair shall select the winner after calculating all State awards given for the calendar year (January 1 - December 31). Only 1st, 2nd and 3rd places will be recognized and included in the computation of club totals.

KEYSTONE GARDENER/KG ONLINE LITERARY AWARD

May be awarded to an individual garden club member for an original poem or composition selected for publication in the *Keystone Gardener* or *KG Online*. The subject must be garden-related or promote State and National objectives. The composition may be about a garden club experience or a garden club member.

Picture(s) may be included, but are not required. Send articles at any time to the editor of the *Keystone Gardener* or *KG Online*. There is no limit to the number of entries. All articles of literary value published during the calendar year (January 1 - December 31) will be eligible.

Articles submitted by the GCFP Board of Directors concerning their office or chair are not eligible.

CLUB ANNIVERSARIES

A certificate and \$100 will be awarded to federated clubs as they reach 50, 75, and 100 years of federation. Money should be used by the club for a civic development project.

Certificates may be awarded for other major anniversaries.

2025-2027 GCFP AWARD DEADLINE DATES

DEADLINE DATE	GCFP AWARD NAME	CAR-SGC OR NGC AWARD NAME	PAGE	SEND APPLICATION TO...
August 1	District Laurels ELECTRONIC SUBMISSION		GCFP p. 8	Your District Director or District Awards Chair by August 1. The District Awards Chair oversees printing and distribution of District Awards Certificates, which are presented at Annual District Meetings.
August 1	District Forget Me Not Honorary Award ELECTRONIC SUBMISSION		GCFP p. 9	Your District Director or District Awards Chair by August 1 DD sends brief electronic write-up and photo of Honoree to the State Awards Chair Marilyn Small by October 1 to be submitted to the KG Online.
August 1	District Exceptional Horticulturist ELECTRONIC SUBMISSION		GCFP p. 7	Clubs send application to Exceptional Horticulturist Chair Joanne Celaschi by August 1. Joanne Celaschi sends honoree names to District Directors by August 15.
December 1		CAR-SGC YB-1 Yearbook Award HARD COPY SUBMISSION	GCFP pp. 12-13	GCFP Club Yearbook Awards Chair Iris Cisarik Chair sends list of all winners and 1 st place yearbooks to the GCFP Awards Chair Marilyn Small, by January 15, who forwards top entries to the CAR-SGC Regional Chair before January 25.
December 1		MAE-1 Membership Awareness ELECTRONIC SUBMISSION	NGC p. 31	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry First-place winners in each size category are forwarded to the NGC Publications Chair by January 25.
December 1		MAE-2 A or B Websites ELECTRONIC SUBMISSION	NGC p. 33	GCFP Websites Chair Janet Fassbender Chair sends first-place winners in each size category and list with breakdown of all winners, places, size categories, and district numbers to GCFP Awards Chair Marilyn Small, by January 15, who forwards 1 st Place Winners to the NGC Awards Chair by January 25.
December 1		MAE-3 Digital Media Presentation ELECTRONIC SUBMISSION	NGC p. 34	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry First-place winners in each size category are forwarded to the NGC Awards Chair before January 25.

DEADLINE DATE	GCFP AWARD NAME	CAR-SGC OR NGC AWARD NAME	PAGE	SEND APPLICATION TO...
December 1		MAE-4 (A thru G) (1 thru 5) Publications (EX. MAE-4 B-1S) NGC Newsletter/Magazine Award ELECTRONIC SUBMISSION	NGC p. 36	GCFP Club Newsletter Awards Chair Joyce Peterson Chair sends first-place winners in each newsletter size category and club size category, and list of all place winners to the GCFP Awards Chair Marilyn Small, by January 15, who will forward all First-Place Winners in each size category to the NGC Publications Chair before January 25.
December 1		FS-(1 thru 16) (A thru D) Flower Show Achievement Awards ELECTRONIC SUBMISSION	GCFP p. 16	GCFP Flower Show Book of Evidence (BOE) Evaluation Chair Deb Stumpf A List of all winners and the First-Place Winners in each category should be forwarded to the GCFP Awards Chair Marilyn Small by January 15. GCFP First-Place Winners scoring 95+ are forwarded to the NGC Awards Chair before January 25.
December 1		CAR-SGC Standard Flower Show Schedule Award and GCFP Youth FS Schedule Award ELECTRONIC and HARD COPY SUBMISSION	GCFP p. 16	GCFP Flower Show Schedule Award Chair Margie Bucci A list of all winners and First-Place Winners in each category should be forwarded by January 15 to the GCFP Awards Chair Marilyn Small. First Place Winners scoring 95+ in each category are sent to the CAR-SGC FS Schedule Chair before April 1.
December 1		CAR-SGC/NGC Youth Contest Awards Poetry Contest (Grades K-12) Youth Sculpture Contest (Grades 4-8) High School Essay Contest (Grades 9-12) ALL HARD COPY SUBMISSIONS	GCFP p. 21 GCFP p. 22 GCFP p. 23	GCFP Chair of Youth Activities Chris Hawthorne Top locally judged poems and pictures of sculptures with their special application form must be received by December 1. Judging begins on December 2. Winning entries in all categories, with list of judged results, are forwarded to GCFP Awards Chair by January 15. Winning entries are forwarded to the CAR-SGC Chair before February 1. CAR-SGC sends regional winners to the NGC Chair by March 1 Contact Chris Hawthorne with further questions. Address on State Awards Committee document under "Directories." Password required.
December 1		All other NGC Awards ELECTRONIC SUBMISSION	NGC website	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry First-place winning entries are forwarded to the appropriate NGC Awards Chair before January 25.
December 1		SR-1 Award of Excellence for Non- Members ELECTRONIC	NGC p. 40	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry by December 1; winner submitted to NGC by December 15.

DEADLINE DATE	GCFP AWARD NAME	CAR-SGC OR NGC AWARD NAME	PAGE	SEND APPLICATION TO...
December 1		CAR-SGC/NGC SR-4 Member of Honor Award ELECTRONIC SUBMISSION	NGC p. 42	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry First-place winner will be forwarded to CAR-SGC by January 15. The CAR-SGC winner is forwarded to the National Award of Honor Chair.
January 15		CAR-SGC Outstanding Educational Exhibit Award ELECTRONIC SUBMISSION	CAR/SGC p. 5	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry by January 15 First-place Winner is forwarded to CAR-SGC Outstanding Exhibit Chair before April 1.
January 15	GCFP Gold Seal Award HARD COPY BOOK OF EVIDENCE GCFP Silver Seal Award HARD COPY BOOK OF EVIDENCE		GCFP p. 17	GCFP Awards Chair Marilyn Small by January 15
January 15	GCFP Governor's Trophy Award HARD COPY BOOK OF EVIDENCE		GCFP p. 18	GCFP Awards Chair Marilyn Small by January 15
January 15	All other GCFP only awards categories, including Awards for: Civic Achievement Conservation/Environment Horticulture Special Recognition (A-H) Club Program A or B (A-L)		GCFP pp. 13-15	GCFP Awards Chair Marilyn Small Copy Vice-Chair Sheri Lowry by January 15
January 15		CAR-SGC Publicity Press Book HARD COPY BOOK OF EVIDENCE	GCFP p. 11	GCFP Publicity/Pressbook Chair Linda Freedman Winners in every category are reported to GCFP Awards Chair, Marilyn Small by January 15. Winning BOE's are forwarded directly to the CAR-SGC Press Book Awards Chair before April 1.
January 15 to District Director February 1 to State Awards Chairs	District and GCFP <u>Perennial Bloom Award</u> ELECTRONIC SUBMISSION	CAR-SGC Perennial Bloom Award for Regional Winners	GCFP p. 8	To your District Director (or District Awards Chair), who sends one entry from the District to the State Awards Chair Marilyn Small by February 1. The winning GCFP entry is forwarded to the CAR-SGC Perennial Bloom Award Chair by April 1. The CAR-SGC Perennial Bloom Winner is announced at the CAR-SGC Fall Convention.

DEADLINE DATE	GCFP AWARD NAME	CAR-SGC OR NGC AWARD NAME	PAGE	SEND APPLICATION TO...
January 20		CAR-SGC/NGC Smokey Bear/Woodsy Owl Poster Contest (Grades 1-5) HARD COPY SUBMISSION	GCFP p. 22	To GCFP Smokey Bear/Woodsy Owl (SBWO) Chair Betty Grossheim Winners in every grade category are reported to GCFP Awards Chair, Marilyn Small by February 1. Winning posters in each grade are forwarded directly to the CAR-SGC SBWO Chair before February 24. Regional winners are forwarded to the NGC Chair by March 17
February 1	GCFP Scholarships (13)		GCFP Website	GCFP Scholarship Chair Sandra Hendricks Sponsoring Clubs forward their applicants to the Scholarship Chair, who provides the GCFP Awards Chair, Marilyn Small, with a listing of winners by February 15.
February 15	GCFP Seed Money		GCFP Website	GCFP Seed Money Chair Marjorie Stilwell Sears Applications are judged, and winners are announced at the GCFP Convention.
June 15, 2026	GCFP Seeds of Service-President's Projects: Theme Gardens and Healing Art		GCFP Website	YOUR DISTRICT DIRECTOR by June 15. Top applicants in each of the categories from each District are forwarded to the President's Project Chairs by June 30. Winners are announced at the Annual District Meetings and noted in the Keystone Gardener/KG Online.

Individual Award Chair email addresses can be found on the State Awards Chair Document in the "Directories" tab on the GCFP Website. Check with your District Director for the password.

Updated 7/2025



GCFP / CAR-SGC / NGC Award Application Cover Sheet

State Award Name: _____

NGC Award Number: _____ NGC Award Name: _____

CAR-SGC Award Number: _____ CAR-SGC Award Name: _____

Name of Group/Club/Individual to Be Recognized for Award:

If club, current number of members: _____ Award Size Group: ____ S ____ M ____ L

If state (GCFP), number of clubs: 105 Award Size Group: ____ S ____ M ____ L

GCFP District: _____

Contact Name for Application: _____

Email: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Region: Central Atlantic	State: Garden Club Federation of Pennsylvania (GCFP)	# Members: 4,800
State Awards Chair: Marilyn Small		
Email: GCFPAwardsMSmall@gmail.com		
Address: 1040 Leidig Drive, Chambersburg, PA 17201-2884		
Phone: 717-261-6399		

Is this project _____ New OR _____ Continuing from previous work?

Beginning date: _____ Expected completion date: _____ OR _____ Ongoing

Attach completed application. Unless noted in specific award description, all applications are limited to 3 single-sided pages **no smaller than 11 pt font and single line spacing**. (Plus, this cover sheet.) No report covers, notebooks, etc. allowed. Follow descriptors on Scoring Sheet/Rubric to prepare an accurate, complete report.

All applications are to be submitted electronically unless otherwise noted in the award description. Send to the State Awards Chair by the due date. Only NGC awards submitted through State Chairmen will be accepted.

**NOTE: The State Awards Chair reserves the right to amend the Award #, Name, or Size Categories on this form and/or forward worthy applications to the most appropriate NGC or CAR Award Chair, as necessary.*

To complete this form online, please download and save a blank copy to your computer. Open the saved copy, and fill in each blank. Save again. This will be the copy you send with your application.

"By submitting this application, you affirm that you have any required permissions/releases and that the images, photos, and /or videos do not violate or infringe the copyright or other proprietary or intellectual property rights of others. You are giving the National Garden Clubs Inc. (NGC) permission to use the images, photos and/or videos to promote NGC in the future. Images/photos taken at a public event or in a public space do not need photo releases."

The Garden Club Federation of Pennsylvania

Application for State Flower Show
**** * Schedule Award * * ***

Mail one (1) copy of this application.
Mail one (1) Flower Show Schedule.
Email one (1) Electronic Copy (PDF)
of the Flower Show Schedule
if available to: msbblair9@gmail.com

Margie Bucci
64 Brown Road
Blairsville, PA 15717-8064
724-840-7072 msbblair9@gmail.com

Title of show _____

Date held _____

Type of show _____
(Regular standard, small standard, holiday, home, etc.)

Name of club _____

Number of members _____

District _____ Email Address _____

Individual sending application _____

Address _____

Date of application _____

I affirm that this Standard Flower Show was held and judged and that the above information is correct.

Signed _____

Club President

TIPS FOR PREPARING A DIGITAL FLOWER SHOW BOOK OF EVIDENCE

Deb Stumpf, Flower Show Book of Evidence Evaluation Chair
Indiana Garden Club, VI

1. **PLAN AHEAD**

Appoint a capable club member to be your show photographer. Ensure that they have a list of all the awards and take pictures of them all. Have several shots of everything so you have the clear photos you will need. Also, take good pictures of the staging, horticulture, designs, and educational exhibits.

2. **READ UP**

Read all the Flower Show Achievement Award information on both the GCFP and NGC websites. Make a copy of the NGC Flower Show Achievement Award [Evaluation Form](#). Go to

- NGC website www.gardenclub.org
- Projects > Awards and Grants
- How to Apply (scroll down)
- See Full List of NGC Award Opportunities
- Award Category -- Flower Show Achievement

Here you will find all the forms you will need.

GCFP Awards Manual also has more info on Page 16.

3. **COMPOSING YOUR DIGITAL BOOK**

Files can be sent to me in two ways: by email or copied to a flash drive and mailed. Both are acceptable.

If you are emailing the file, please convert it to a PDF. This compacts the file and makes it easier to email.

Be sure to check the file after you convert it to ensure the spacing and pages are correct. Copying your file to a flash drive does not require you to convert it to a PDF. If you mail it, it will be returned to you. Make sure you can add to the file.

Do NOT send a READ-ONLY file. I will be adding the judges' evaluations to the files.

4. **WHAT TO INCLUDE**

- One [GCFP application](#) and one [NGC application](#)
- Cover Label
- Title page
- Table of Contents
- Show Description
- Show Data
- Clear pictures of everything, including the staging
- Before and After Publicity
- **NO MORE THAN 20 PAGES**
- You MUST include a DIGITAL copy of your schedule

Good luck with your books. I look forward to seeing them.

Please email books to: logansmimi56@yahoo.com

Mail books to: Deb Stumpf

5170 Redwood Drive
Indiana, PA 15701-9491