

AWARDS BOOK



TABLE OF CONTENTS

NATIONAL AWARD SORWISSION DEADLINES	2	PUBLICATION AWARDS	10
CLUB BUILDER AWARDS	3	National Best Club Bulletin Award	
New Club Builder Award		EDIT District Bulletin Award	
Club Builder Individual Awards		National Best Club/District Website Award	
Club Rebuilder Award		WEB VIDEO AWARD	11
Star District President Award		PUBLIC RELATIONS AWARD	11
District New Club Building Chair Award		YOUTH AWARDS	12
MEMBERSHIP GROWTH AWARDS	3	A.C.E. Award	
Member Award Pins		(Accepting the Challenge of Excellence)	
Club Membership Achievement Award		Youth of the Month/Year Award	
Club Superior Membership Achievement Award		APPENDIX	13
Club Excellence Award			
Charter Club Cornerstone Award			
Club Hat Trick Award			
The Big "E" Award			
SERVICE AWARDS	5		
Service Project and Activity Awards			
National Service Award			
National Outstanding Service Project Award			
FUNDRAISING AWARDS	6		
Club Fundraising Award			
National Outstanding Fundraising Award			
CARE (CHILD ABUSE REDUCTION EFFORT) AWARD	6		
LEADERSHIP AWARDS	6		
Distinguished Club President Award			
Distinguished Charter Club President Award			
Distinguished Club Secretary Award			
Distinguished Club Treasurer Award			
Distinguished District President Award			
Distinguished District Director Award			
Club Representative Award			
ALL-AMERICAN VOLUNTEER OF THE YEAR AWARD	9		
NATIONAL EXCHANGITE OF THE YEAR AWARD	9		

NATIONAL AWARD SUBMISSION DEADLINES

AWARD	DEADLINE
Member Award Pins	Ongoing
New Club Builder Award	Ongoing
Club Builder Individual Award	Ongoing
Charter Club Cornerstone Award	6 months after charter
Distinguished Charter Club President Award	1 year anniversary
National Best District Website Award	June 1
National Best Club Website Award	June 1
National Best Club Bulletin Award	June 1
EDIT Award	June 1
National Outstanding Service Project Award	June 1
National Outstanding Fundraising Award	June 1
Web Video Award	June 1
Public Relations Award	June 1
CARE Award	June 1
National Exchangite of the Year Award	June 1
National Youth of the Year Award	June 1
National A.C.E. Award	June 1
All-American Volunteer of the Year	June 1
Club Membership Achievement Award	June 30
Club Superior Membership Achievement Award	June 30
Club Excellence Award	June 30
Club Hat Trick Award	June 30
National Service Award	June 30
Club Fundraising Award	June 30
Big "E" Award	June 30
Distinguished Club President Award	June 30
District New Club Building Chair Award	June 30
Distinguished District President Award	June 30
Outstanding District Award	June 30
Distinguished District Director Award	June 30
Club Representative Award	June 30
Star District President Award	June 30
Distinguished Club Secretary Award	August 1*
Distinguished Club Treasurer Award	August 1*



- 1. Clubs must follow the appropriate application procedure and meet deadlines.
- 2. The administrative year begins July 1 and ends June 30. Deadlines are within the administrative year, except as otherwise stated.

^{*}After the end of the administrative year

CLUB BUILDER AWARDS

NEW CLUB BUILDER AWARD

A club will receive a banner patch for each new club it sponsors.

Application: None required, data tracked by National Headquarters.

CLUB BUILDER INDIVIDUAL AWARDS

A member who serves as a new club builder will receive a New Club Building Award plaque for the first club he or she helps charter. The club builder will receive a plaque star for each additional new club chartered.

Exchange Rewards are awarded to new club builders. New club builder blazers may be purchased with Exchange Rewards. For more information on Exchange Rewards, contact National Headquarters.

Note: The Exchange Rewards program is subject to review by the National Board of Directors. Changes may be made without prior notice.

Application: None required, data tracked by National Headquarters.

CLUB REBUILDER AWARDS

A club adding 20 new members and maintaining 20 members for a year. Commitment form required.

Application: None required, data tracked by National Headquarters

STAR DISTRICT PRESIDENT AWARD

District presidents who have chartered three or more new clubs in their district, with a net increase of one club and net gain in membership within the administrative year, will receive a special trophy.

Application: None required, data tracked by National Headquarters.

DISTRICT NEW CLUB BUILDING CHAIR AWARD

A plaque will be presented to the District New Club Building Chair who was actively involved in the successful building of at least three new clubs permanently organized by member clubs of the district and is listed as a Club Builder for at least three clubs during the administrative year.

Application: None required, data tracked by National Headquarters.

MEMBERSHIP GROWTH AWARDS

MEMBER AWARD PINS

Three, 10, 25, 50, 75, and 100 member pins will be sent to club presidents for presentation at meetings. Awards are based on members recruited since Sept. 1, 1979. The three-member pin is for those who have recruited three members within one administrative year, not including transfer members. The winner and the names of the sponsored members must be submitted to National Headquarters by the club secretary in order to receive the pin.

CLUB MEMBERSHIP ACHIEVEMENT AWARD

A club with a net increase of five (5) and maintains an 85% or higher retention rate within the administrative year, July 1 through June 30, will receive this banner patch.

Application: None required, data tracked by National Headquarters.

CLUB SUPERIOR MEMBERSHIP ACHIEVEMENT AWARD

A club with a net increase of eight (8) and maintains a 90% or higher retention rate within the administrative year, July 1 through June 30, will receive this banner patch.

Application: None required, data tracked by National Headquarters.

CLUB EXCELLENCE AWARD

Each club earning the National Service Award and a membership achievement award will receive this special banner patch.

Application: None required, data tracked by National Headquarters.

CHARTER CLUB CORNERSTONE AWARD

Clubs reaching 35 members within the first six months after chartering, and maintaining 35 members for an additional six months, will receive an official Exchange Club lectern (only traditional Exchange Clubs are eligible to receive the lectern). The club must be current with dues for all 35 members.

Application: None required, data tracked by National Headquarters. Recognition will be given to clubs built during the previous administrative year.

CLUB HAT TRICK AWARD

Clubs that meet the below criteria during the administration year will receive this award.

- 1. Sponsor a new club that POMs during the year or assist an understrength club in a growth campaign that results in a net increase of 20 members.
- 2. Show a minimum net increase of one member for the year.
- 3. Have a 90% retention rate for the year.

Application: None required, data tracked by National Headquarters.

THE BIG "E" AWARD

The first time a club achieves the following requirements, it will receive a Big "E" banner. In the following years, the clubs will receive a patch for meeting the criteria.

Extension/Expansion* (One of the following requirements must be fulfilled.)

- 1. Build a new club.
- 2. Achieve a net membership increase of two (2) for the year.
- 3. Aid an under-strength club (fewer than 25 members) to achieve at least a 30 percent membership increase, bringing the club to a minimum of 25 members.

 Assist any 25-member or larger club to achieve a net member increase of 10 or more with documentation of the effort being reported to National Headquarters.

Efficiency (All four of the following requirements must be fulfilled.)

- Return completed Officer Election Report to National Headquarters by April 30, and send in membership applications when completed.
- Publish or electronically post a club bulletin at least twice monthly (one of these may be board meeting minutes). Send a copy to National Headquarters. Alternatively, a club can post its club bulletins and board minutes on the club website and email the link or newsletter to members, district officers, and National Headquarters (memberservices@NationalExchangeClub.org).
- Remain current in all club accounts with The National Exchange Club, as required under the national bylaws. Call The National Exchange Club Headquarters if you have any questions.
- 4. The Club Program Development Meeting needs to be done by June 30 and the form returned to Headquarters by July 15. Form and instructions can be found in the Club Leader's Monthly Planner.

Education (All five of the following requirements must be fulfilled.)

- 1. Earn the National Service Award.
- Dedicate or rededicate at least one Freedom Shrine.
- 3. Sponsor a child abuse prevention fundraiser or community education program.
- 4. Install an official Exchange Club road sign on a major roadway in your community. If all major roads leading to the community already have signs, annually inspect and replace any signs in poor condition. Or, if your community does not allow road signs to be installed, present alternate evidence of publicity in the community such as newspaper clippings, PSA videos, or radio clips.
- Install an official "The Exchange Club of _____ Meets Here." plaque prominently at your club's regular meeting place. Or, publish, no less than once a month, a notice telling when and where your club meets.

Application: Complete application in appendix, page 16, and return to National Headquarters by June 30.

SERVICE AWARDS

SERVICE PROJECT AND ACTIVITY AWARDS

A club will receive one embroidered patch per year for the completion of each listed service project. To be eligible for a service award, a project must reach beyond the club membership and be of benefit to individuals and the community. When the same project is conducted more than once in a given year, clubs will receive a star patch to be placed on or around patches.

PROGRAM OF SERVICE AND ACTIVITY PROJECTS

Community Service

Book of Golden Deeds Crime Prevention Fire Prevention Service to Seniors Other Community Service

Youth

Youth of the Month/Year Young Citizenship Award A.C.E. Award Other Youth

Americanism

Freedom Shrine GiveAKidAFlagToWave One Nation Under God Proudly We Hail Get Out the Vote Other Americanism

Child Abuse Prevention

Center-related activities
Non-center-related activities
Exchange Strong Club
Giving Campaign
Other Child Abuse
Prevention

Application: Immediately following the project, a Program and Activities Application must be submitted to National Headquarters. See appendix, page 18, for sample application. This application is also available on Exchange's website at www.NationalExchangeClub.org.

NATIONAL SERVICE AWARD

When clubs earn one patch in each of the four service areas and sponsor any two additional projects, they will receive:

- 1. National Service Award Banner (first-time winner)
- 2. National Service Award Banner Patch

Application: Winners will be based on Program and Activities Applications received at National Headquarters by June 30.

NATIONAL OUTSTANDING SERVICE PROJECT AWARD

In July, three clubs will be honored for the most creative or unique projects that have been beneficial to their community and produced local or national exposure for the club and organization. One project will be chosen from each of the following areas: Youth, Americanism, and Community Service. Winning clubs will present and display their projects during the National Convention.

Each winner will receive a National Outstanding Service Project Award banner and one convention events package (travel not included) for the member chosen to represent the club.

Application: Clubs wishing to apply must submit the National Outstanding Service Project Award application in appendix, page 22, by June 1.

FUNDRAISING AWARDS

CLUB FUNDRAISING AWARD

Each club that completes a fundraising event reaching beyond the club membership will receive a banner patch. For each additional fund-raising event, clubs will receive one star patch per project, to be displayed with the patch.

Application: Each project must be submitted on a Fundraising Award Application postcard and received at National Headquarters immediately following the fundraiser. See appendix for sample application.

NATIONAL OUTSTANDING FUNDRAISING AWARD

In July, three clubs, one in the small club category (up to 29 members), one in the mid club category (30 to 74 members), and one in the large club category (75+); will be honored for the most creative or unique fundraising project which has raised significant money for their club and produced local or national exposure. Each club will be invited to display its project at the National Convention and will receive a special club banner and one convention events package (travel not included) for the member chosen to represent each club.

Application: Clubs wishing to apply must submit the National Outstanding Fundraising Award Application in appendix, page 24, by June 1.

CARE AWARD

Each year, the National Exchange Club presents special awards to an individual Exchange Club or groups of Exchange Clubs that sponsor the most effective and far-reaching child abuse prevention projects. Awards are presented for projects both related to a local Exchange Club Center for the Prevention of Child Abuse as well as projects not related to a Center. The awards, known as the CARE (Child Abuse Reduction Effort) Awards, are presented at the National Exchange Club Annual Convention. In July, three outstanding CARE Award winners will be chosen - one in the small club category (up to 29 members), one in the mid club category (30 to 74 members), and one in the large club category (75+). Each winner will receive an award banner, a convention events package, and will display their winning project at National Convention.

In addition, clubs can also submit Exchange Strong Club Giving Campaign projects and other child abuse prevention fundraising projects on the CARE Award nomination form. Each club that submits a CARE Award nomination form to National Headquarters by June 1 will automatically receive an official CARE Award patch.

Application: Clubs wishing to apply must submit the CARE Award nomination form in appendix, page 26, by June 1.

LEADERSHIP AWARDS

DISTINGUISHED CLUB PRESIDENT AWARD

A plaque and embroidered banner patch will be awarded to each club president whose club meets the following requirements:

- 1. Wins Club Membership Achievement Award, the Big "E" Award, or builds a new club.
- 2. Conducts a program development meeting by June 30, and sends a copy of the report to the district director, district president and National Headquarters by July 15.

- 3. Earns National Service Award.
- 4. Earns Club Fundraising Award.
- Conducts New Member Orientation for every new member and completes New Member Activation form found on roster active page of the member database.
- Must successfully complete Exchange University Club President orientation course within 30 days of taking office. *Unless successfully completed in prior two years and maintains the office/position for two consecutive years.

Application: None required, data tracked by National Headquarters.

DISTINGUISHED CHARTER CLUB PRESIDENT AWARD

A plaque will be presented to charter club presidents whose club meets the following criteria:

- Achieves a net increase of two members by the club's one year anniversary.
- 2. Earns one Club Fundraising Award in the first year.
- 3. Earns two Service Project and Activity Award patches in the first year.

Application: None required, data tracked by National Headquarters. Recognition will be given to clubs built during the previous administrative year.

DISTINGUISHED CLUB SECRETARY AWARD

A certificate and embroidered banner patch will be awarded to each club secretary who meets the following:

- Reports names and addresses of new officers by April 30.
- 2. Returns convention credentials form by June 1.
- Successfully complete Exchange University Club Secretary orientation course within 30 days of taking office. *Unless successfully completed in prior two years and maintains the office/position for two consecutive years.

Application: Complete application in appendix, page 28, and return to National Headquarters within 30 days after the end of the administrative year (Aug. 1).

DISTINGUISHED CLUB TREASURER AWARD

A certificate and an embroidered banner patch will be awarded to each club treasurer who fulfills the following requirements:

- Files IRS Form 990 or 990N (e-postcard) by November 15. Must submit confirmation of 990 submission to National.
- Maintains current accounts with both district and National.
- 3. Prepares formal annual budget.
- Maintains separate activities and operating accounts.
- 5. Has audit performed.

Successfully complete Exchange University Club
Treasurer orientation course within 30 days of
taking office. *Unless successfully completed in
prior two years and maintains the office/position
for two consecutive years.

Application: Complete application in appendix, page 30, and submit to National Headquarters within 30 days after the end of the administrative year (Aug. 1).

DISTINGUISHED DISTRICT PRESIDENT AWARD

An award will be presented to each district president meeting the following requirements:

Leadership Development

- 1. Provides leadership training for district directors and club officers, prior to June 30.
- 2. Files reports on training for district directors and club officers by July 15. (See Training Report in District Leader's Monthly Planner.)
- 3. Attends all district conferences and district convention.

Program Excellence

- At least 50 percent of clubs in the district earn the National Service Award.
- 2. At least 50 percent of clubs conduct child abuse prevention projects.

Growth

- 1. Achieves district membership increase of two percent, including new clubs.
- 2. Achieves a net increase of one new club in the district.

Administrative

1. Files district president's monthly reports with regional vice president and National Headquarters by the 5th of each month.

Application: Complete and return the form in the appendix, page 32. Scoring will be tracked from the district president's monthly reports filed by the 5th of each month, training reports filed and statistics accumulated at National Headquarters, within the administrative year July 1 - June 30. Application form should be completed by district president. The regional vice president will approve and submit it to National Headquarters by June 30.

OUTSTANDING DISTRICT AWARD

A banner patch will be awarded to all district winners. First time winners will be given a banner for their district. This award will be presented to Districts that achieve the following during the year:

- 1. Growth A net increase of one new club and net increase of 2% in membership.
- 2. National Service Award is won by 50% of the clubs in the district.
- 3. Child abuse prevention projects are conducted by 50% of the clubs in the district.
- Regularly publish a district bulletin, at least four times a year (either printed or electronic format will be accepted).
- 5. The district has a website or Facebook page.
- Submit a nominee for Exchangite of the Year and All-American Volunteer to National by the award deadlines.

Application: Complete application in the appendix, page 34, and submit to National Headquarters by June 30.

DISTINGUISHED DISTRICT DIRECTOR AWARD

A plaque signifying exceptional achievement will be awarded for each district director meeting the following requirements within the awards year:

Leadership Development

- 1. At least 50 percent of clubs in the division represented at the district convention.
- 2. Provide proper training for all club officers within the division, prior to June 30.
- Files training report with district president and National Headquarters by July 15. (See Training Report in District Leader's Monthly Planner.)

Program Excellence

1. At least 50 percent of clubs in the division earn the National Service Award.

Growth

1. Division achieves a net increase in membership, or a new club is formed within the division.

Administrative

 Personally visits each club in the division at least twice during the year. (At least one must be a

- regular club meeting.)
- Each district director's Report A completed and submitted to district president and National Headquarters by Aug. 15. (Report A is available in the District Leader's Monthly Planner.)
- 3. Attends all district board meetings.
- Successfully complete Exchange University District Director orientation course within 30 days of taking office. *Unless successfully completed in prior two years and maintains the office/position for two consecutive years.

Application: Form in appendix, page 36, should be completed by district director. District president will then approve and send it to National Headquarters by June 30.

CLUB REPRESENTATIVE AWARD

An award signifying exceptional achievement will be awarded for each club representative meeting the following requirements within the awards year:

Leadership Development

- Club had at least two representatives at district convention.
- 2. Provided proper training for all club officers prior to July 1.
- 3. Files training report by July 31. (See Training Report in District Leader's Monthly Planner.)

Program Excellence

1. Club earned National Service Award.

Growth

1. Club achieved net increase in membership. OR Participated in successful new club building project in the district during the administrative year.

Administrative

- 1. Attended at least 80% of club meetings during the administrative year.
- 2. Submitted all club representative reports for home club by due dates.
- 3. Attended all district board meetings.
- 4. Served on a district committee.

Application: Form in appendix, page 38, should be completed by club representative. District president will then approve and send it to National Headquarters by June 30.

ALL-AMERICAN VOLUNTEER OF THE YEAR AWARD

The All-American Volunteer of the Year award acknowledges and recognizes Exchangites who work hard at the club level. Many Exchangites contribute much time and energy at the club level and deserve national recognition. They are the backbone of our organization - they are our All-American Volunteers.

A nominee must attend at least 75% of club meetings and participate in at least 80% of club projects. Longevity will be considered. This award will not in any way be associated with the leadership level. It's for club level volunteers. Any member serving as a district or national officer during the past five years is ineligible.

This grassroots program begins at the club level as each club chooses its own All-American Volunteer of the Year. Those club winners are then submitted to the district All-American Volunteer of the Year chairperson for the

district competition. All district All-American Volunteer of the Year winners are then submitted to National for a final competition and the selection of the National All-American Volunteer of the Year. (The winner is presented with an award by the National President at the National Convention.)

Only one entry per club will be accepted at the district level. Only one entry per district will be accepted at the national level.

Application: Complete criteria and application in appendix, page 43. Consult district secretary for district deadline. All district entries for the National All-American Volunteer must be submitted to National Headquarters by June 1.

NATIONAL EXCHANGITE OF THE YEAR AWARD

The National Exchangite of the Year Award will be presented at the National Convention. The award is designed to recognize an outstanding Exchangite who is active in the organization through participation in recruitment/new club building efforts, club/district leadership positions, major club or district committees, projects or fundraisers. The award also seeks to recognize individuals who roll up their sleeves to volunteer and have a positive attitude.

The district can use any selection procedure. All district nominees will receive recognition in a printed convention event program. Permanent recognition of National Exchangites of the Year will be located at National Headquarters.

Requirements:

- Each district may submit one candidate. The candidate must be an active Exchangite in good standing from a club in good standing. See judging criteria in the appendix for details.
- Current members of the National Board of Directors are not eligible for this award.

- In order to be recognized as National Exchangite
 of the Year, the honoree must be present at the
 National Convention. An effort will be made to
 determine this confidentially.
- 4. The award will be based on a 100-point grading system. Since there are many other awards and avenues of recognition for membership, it is included in the criteria but is not the dominant factor. Club builders receive 16 points for building a club, but do not receive additional points for more clubs. Judges have up to 25 discretionary points to award for outstanding accomplishments that do not fit into the listed categories (see award application in appendix).

Application: Award application in appendix, page 39, must be completed and returned to National Headquarters by June 1.

PUBLICATION AWARDS

NATIONAL BEST CLUB BULLETIN AWARD

A plaque is awarded to three club bulletin editors — one in the small club category (up to 29 members), one in the mid club category (30 to 74 members), and one in the large club category (75+).

Bulletins will be judged for content, readability and eye appeal (see application in appendix for more information). The bulletin in each membership category with the highest score will be the winner.

Entries will be judged by a panel of professionals with experience in writing, newspaper or periodical editing or related communications field. Hardcopy and electronically submitted bulletins will each be judged on their individual and unique qualities – hardcopies judged in print form, and electronically submitted judged electronically.

Requirements:

- Bulletin must be published and distributed at least once a month.
- Winners become ineligible to win for the next three years.
- Deadline for receipt of entries at National Headquarters is June 1.
- 4. Please submit three samples of a club's bulletin published between April 1 and March 31 for consideration by the judges.

Application: Send the National Best Club Bulletin Award entry form found in appendix, page 46, and three samples (published between April 1 and March 31) to National Headquarters by June 1. See appendix for judging criteria.

EDIT DISTRICT BULLETIN AWARD

A plaque is awarded to two district bulletin editors, one for each membership level: 799 or fewer; 800 or more. (Membership is determined as of July 1.) The EDIT Award will be presented to the bulletin editor in each membership level receiving the highest point totals. Entries will be judged by a panel of professionals with experience in writing, newspaper or periodical editing or related communications field. Hardcopy and electronically submitted bulletins will each be judged on their individual and unique qualities – hardcopies judged in print form, and electronically submitted judged electronically.

Requirements:

- Entries must be official printed publications of the District Exchange Clubs.
- All issues of the district bulletin published from April
 1 through March 31 of this administrative year
 must be submitted. To be eligible, a district must
 publish a bulletin at least four times in a 12-month
 period.
- 3. Winners of last year's award become ineligible to compete in this year's competition.
- 4. Entries will be judged on a 10-point scale in the following categories: district news coverage, club news coverage, national news and promotion, Exchange education, layout and eye appeal, writing quality, improvement and frequency of publication.

Application: The official EDIT Award entry form in appendix, page 48, must be completed by the editor and submitted with bulletin entries to National Headquarters by June 1. See appendix for additional award information.

NATIONAL BEST CLUB/ DISTRICT WEBSITE AWARDS

Distinctive plaques are awarded to the clubs and district whose websites are judged best, on the basis of their point totals. Websites will be rated on a scale from one to 20 in the content category and from one to ten in the other categories. Scoring by each of the judges will be totaled to determine the winner in each of the three categories.

The three websites receiving the highest scores, out of a possible of 50 from each judge, will be the winners. Judges will be professionals with several years of experience in the field.

Requirements:

- 1. There are four categories of competition in national judging:
 - a. Three club winners; one in the small club category (up to 29 members), one in the mid club category (30 to 74 members), and one in the large club category (75+).
 - b. For district websites.

- 2. To be eligible for a national award, the district or club must have a completed website accessible on the Internet by the entry deadline of June 1. Judging will be completed by June 30.
- 3. Each entry form must be signed and/or certified by a district or club officer that the entry is the official website of his/her district or club.
- 4. Winners of last year's award become ineligible for this year's competition.

Application: The Website Award entry form in appendix, page 50, must be completed and returned to National Headquarters by June 1. See appendix for judging criteria.

WEB VIDEO AWARD

The primary target audience for your Exchange Club's video is your community. This video is something that can/should be shown at rush parties, mixers, and recruiting events. It should be personalized to your community, but may also include district and national information.

Objective: After watching the video, the target audience is so inspired and intrigued that they should want to visit the local club website and the national website and join your club.

Application: The Best Web Video Award entry form in the appendix, page 52, must be completed and returned to National Headquarters by midnight, June 1. See appendix for additional information.

PUBLIC RELATIONS AWARD

Clubs meeting at least six of the following requirements will receive a banner patch. Three national winners will receive a convention package (travel not included) and the opportunity to present a public relations convention seminar. One winner will be in the small club category (up to 29 members), one in the mid club category (30 to 74 members), and one in the large club category (75+) — based on each club's public relations efforts.

Requirements: A minimum of six of the 10 requirements must be met to earn this award.

- 1. Club has a public relations chair and a public relations committee of three or more persons.
- 2. Club has a public relations plan for current year or for two or more years. (Please submit copy of plan.)
- 3. Club has the Public Relations Resource (a National publication).
- Club has shown the Exchange identity video. Please submit a list of dates shown and the number in attendance, identify station and estimate media audience, if applicable.
- Club has used a Child Abuse Prevention print or video public service announcement one or more times. (Please submit dates of air or print tear sheet.)

- 6. Club uses an Exchange Club sign or banner at sponsored events. (Please submit list of events, dates and approximate number of people exposed to the banner.)
- 7. Club has a sign displayed at their meeting place that reads "The Exchange Club of ____ Meets Here."
- 8. Club uses the national recruiting video or brochure or a locally-produced recruiting brochure. (Please submit copy of brochure.)
- Club produces a bulletin/newsletter of 12 or more issues per year. (Please submit sample and schedule.)
- 10. Club uses road signs in their community. (Please submit photo.)

Application: The winning entrant will be ineligible to win for three years. On the fourth year, the winner will once again be eligible to win this award. The winner may, however, still enter to receive a banner patch during the three ineligible years. The Public Relations Award entry form in appendix, page 54, must be completed and returned to National Headquarters by June 1.

YOUTH AWARDS

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

The A.C.E. (Accepting the Challenge of Excellence) Award recognizes high school students who have had to overcome great physical, emotional, or social obstacles and are now eligible for high school graduation.

This is a positive program with two key objectives. First, it helps encourage students to overcome their hardships and get back on track toward a high school diploma. Second, the award recognizes those students who are often overlooked for their accomplishments. This special recognition serves as a powerful example to all students that hard work and perseverance really do pay.

This grassroots program begins at the club level as each club chooses its own A.C.E. of the Year from their A.C.E. of the Month winners. Those club winners are then submitted to the district A.C.E. of the Year chairperson for the district competition. All district A.C.E. of the Year winners are then submitted to National for a final competition and the selection of the National A.C.E. of the Year. The winner will be presented the A.C.E. Award and a \$10,000 scholarship at the National Convention. Travel and accommodations will be provided to the winner and his/her parents/guardians.

The submission deadline for the National A.C.E. Award is June 1.

Application: Complete application in appendix, page 60. All district entries for the National A.C.E. of the Year must be submitted to National Headquarters by June 1.

YOUTH OF THE MONTH/YEAR AWARD

The National Exchange Club's Youth of the Month program provides Exchange Clubs with the opportunity to honor outstanding students in the community who have exhibited excellence in academics and leadership. When your club becomes involved in this worthwhile program, you are joining hundreds of other clubs across the country in an effort to identify and recognize the young leaders of our nation.

This monthly program not only enhances career opportunities for those honored, it also promotes good citizenship, a desire for greater scholastic achievement, and the development of well-rounded personalities to other young adults in the community. The project's human interest appeal will generate community-wide attention and media coverage for your Exchange Club.

This grassroots program begins at the club level as each club chooses its own Youth of the Year from their Youth of the Month winners. Those club winners are then submitted to the district Youth of the Year chairperson for the district competition. All district Youth of the Year winners are then submitted to National for a final competition and the selection of the National Youth of the Year. The winner will be presented the Youth of the Year Award and a \$10,000 scholarship at the National Convention. Travel and accommodations will be provided to the winner and his/her parents/guardians.

The submission deadline for the National Youth of the Year Award is June 1.

Application: Complete application in appendix, page 55. All district entries for the National Youth of the Year must be submitted to National Headquarters by June 1.

APPENDIX

MEMBER RECRUITMENT AWARDS JUST FOR YOU!	14
DISPLAY YOUR BANNER PATCHES WITH PRIDE	15
THE BIG "E" AWARD ENTRY FORM	16
PROGRAM AND ACTIVITIES APPLICATION	18
FUNDRAISING AWARDS APPLICATION	20
NATIONAL OUTSTANDING SERVICE PROJECT AWARD APPLICATION	22
NATIONAL OUTSTANDING FUNDRAISING AWARD APPLICATION	24
THE CARE AWARD NOMINATION FORM	26
DISTINGUISHED CLUB SECRETARY AWARD APPLICATION	28
DISTINGUISHED CLUB TREASURER AWARD APPLICATION	30
DISTINGUISHED DISTRICT PRESIDENT AWARD APPLICATION	32
OUTSTANDING DISTRICT AWARD APPLICATION	34
DISTINGUISHED DISTRICT DIRECTOR AWARD APPLICATION	36
CLUB REPRESENTATIVE AWARD APPLICATION	38
NATIONAL EXCHANGITE OF THE YEAR AWARD APPLICATION	39
ALL-AMERICAN VOLUNTEER OF THE YEAR AWARD APPLICATION	43
NATIONAL BEST CLUB BULLETIN AWARD ENTRY FORM	46
EDIT AWARD ENTRY FORM	48
NATIONAL BEST CLUB/DISTRICT WEBSITE AWARD ENTRY FORM	50
BEST WEB VIDEO AWARD ENTRY FORM	52
PUBLIC RELATIONS AWARD ENTRY FORM	54
YOUTH OF THE YEAR AWARD OFFICIAL ENTRY FORM	55
A C E ANAMADO OFFICIAL ENITRY FORM	60

MEMBER RECRUITMENT AWARDS...JUST FOR YOU!

The greatest asset of the National Exchange Club is its members. Members have the responsibility of bringing other individuals into the organization through new member sponsorship programs. This is the most important service Exchangites render to their organization. For this reason, the National Exchange Club proudly offers these beautiful award pins to those members who actively open the door of membership and opportunity to their friends, associates and acquaintances.

AWARDS

The individual member recognition program offers a series of six unique award pins recognizing members who sponsor three, 10, 25, 50, 75 and 100 members. All are 10 karat gold-filled with a distinctive wreath design. The precious stones set in the 10 to 100-member pins symbolize the value of the sponsoring member's achievement: 10 members – three blue sapphires; 25 members – three emeralds; 50 members – a diamond and two sapphires; 75 members – two diamonds and a sapphire; 100 members – three full-cut diamonds.

QUALIFICATIONS

An Exchangite qualifies for the Three-Member Award for obtaining three or more members during one administrative year. An Exchangite qualifies for the 10-Member Award when sponsoring 10 new or reinstated members, and so on for the 25, 50, 75 and 100-Member Awards. Note: Transfer members cannot be counted toward any of the awards.

NEW CLUB CHARTER MEMBERS

Awards may be earned by charter members of new clubs and by other Exchangites obtaining members for a new Exchange Club, except for the official New Club Builders. The awards are presented following the charter meeting of the new club and the New Club Builders are presented with New Club Building Awards.

AWARD CERTIFICATION

- A membership award cannot be presented until the club secretary sends written notification to the Member Services Department at National Headquarters, indicating that a member has met the qualifications for one of these awards.
- Written certification must specify which award they are applying for, the name of the Exchangite, his/ her joining date, and the new members' names and joining dates. Also include the new members club name if different from the new club builder.

AWARD PRESENTATION

The appropriate Membership Award will be sent to the club president, in most cases, for presentation to the winning Exchangite at a subsequent meeting. The presentation should be made in a manner emphasizing the importance and significance of the achievement.

	T AWARD CERTIFICATION FORM CLUB:		_ CLUB #:		
NEW MEMBERS SPONSORED	DATE JOINED NEW MEMBERS SPONSORED		DATE JOINED		
1		6			
2		7			
3		8			
4		9			
5		10			
CERTIFIED BY CLUB SECRETARY (MEMBER AWARD)					
SIGNATURE PHOTOCOPY THIS FORM FOR ADDITIONAL NEW MEMBERS AND SPONSORS, AND SEND TO: THE NATIONAL EXCHANGE CLUB, 3050 CENTRAL AVENUE, TOLEDO, OHIO, 43606 FAX: 419-535-1989.					

DISPLAY YOUR BANNER PATCHES WITH PRIDE

Here are some suggestions for arranging your hard earned patches in an orderly fashion.

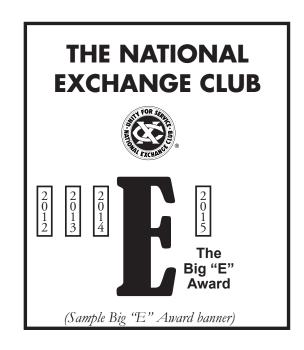
On the National Service Award banner, begin at the left of the banner, placing the chevron patch (year patch) here. As your club receives the program patches, place them in a line beginning at the chevron patch. When a club conducts more than one project in certain programs, a star patch is sent. These stars should be placed around the appropriate patch.

For example, most clubs honor at least six Youth of the Month winners. After placing the Youth of the Month patch on your banner, begin placing the stars around your patch. This will represent the number of youths your club honored throughout the year.

If your club is a Big "E" winner, the "E" patch is to be placed on your National Service Award banner — not on your Big "E" Banner. The chevron (year patch) is to be placed on the Big "E" banner. A suggested way to display the chevrons on the Big "E" banner is to begin at the left of the banner, level with the "E" on the banner. Each time your club earns this prestigious award, place the chevron patch next to the previous one going from the left to the right.

Be sure to display these banners at your club meetings and programs/projects. The banners are a wonderful public relations tool! Through proper display of the award banner, members demonstrate their pride in what they have done to help make their community a better place, and the public will see what Exchange has been doing for them!





THE BIG "E" AWARD ENTRY FORM



Applications must be completed by June 30.

Club	b Name	Club #	District						
	following requirements have been ful								
Exte	ension/Expansion								
	e of the following requirements has been	n fulfilled. Please check the a	appropriate requirement.						
	Build a new club.								
	Achieve a net membership increase of two (2) for the year.								
	Aid an under-strength club (less than minimum of 25 members.	25 members) to achieve a	a 30 percent membership increase, bringing the club to a						
	Assist any 25-member or larger club to reported to Headquarters.	o achieve a net member inc	crease of 10 or more with documentation of the effort being						
Effic	ciency								
<u>All</u>	four requirements must be fulfilled. Check	k each.							
	Return completed Officer Election Rewhen completed.	eport to National Headqua	arters by April 30, and send in membership applications						
	Publish or electronically post a club b a copy to National Headquarters. Ala and email the link or newsletter to me	ternatively, a club can post embers, district officers and	thly (one of these may be board meeting minutes). Send tits club bulletins and board minutes on the club website d National Headquarters						
	(memberservices@nationalexchangecl		co Club as required under the national bulgue						
		-	ge Club, as required under the national bylaws. nd return the completed Program Development						
	Meeing form to National Headquarters		1 3 1						
Edu	ucation								
All	five requirements must be fulfilled. Check	z each.							
1. 🗖	1 Earn the National Service Award.								
2.									
2 🗖	O		J. F hours Clark Child Alama Dannarian Conservation						
3. 🗖	local child abuse prevention agenc		al Exchange Club Child Abuse Prevention Center, other						
		•							
4. 🗖	Install an official Exchange Club re	oad sign on a major roadw	vay in your community; or						
	,	mmunity already have sign	ns, annually inspect and replace any signs in poor condi-						
	tion; or If your community does not allow	road signs to be installed	present alternate evidence of publicity in the community						
_	such as newspaper clippings, PSA	e	present alternate evidence of publicity in the community						
5. 🗖	Install an official "The Exchange C	_	" plaque prominently at your club's regular						
	meeting place; <i>or</i> Publish, no less than once a month	n, a notice as to when and	where your club meets.						
Club	b President		Date						

PROGRAM AND ACTIVITIES APPLICATION



In addition to reporting your projects for award recognition, we need your help to tell America about everything Exchange does. We are compiling statistics to use for public relations and promotion. Make sure your club is included! Complete and send to national headquarters after your service project is completed or fill out the online form at www.NationalExchangeClub.org. Thank you!

Club number Club name			District		
Project chair		Phone ()		
Program conducted (circle one): Community Sec	rvice Americanism	Youth	Child Abuse Pro	evention	
Project name			Date(s)		
How <i>many</i> members volunteered for this project?					
Estimate the <i>number</i> of people your project benefit	ted				
Estimate the <i>number</i> of hours your club spent plan	nning and conducting the	project			
How much did your club spend to conduct this pr	roject? \$				
Amount given to the community or the estimated	financial impact the proje	ct had on you	r community. \$		
Submitted by:					
Signature	Title		Phone	Date	
Deadline for submission is June 30. Use a separa	ate card for each project.	Call 419.53.	5.3232 if you have	e any questions.	

Please enter the project information on the Member Resources page on the Exchange website to receive credit for the club projects. Use the above form as needed for reporting projects.



FUNDRAISIIN	THE NAT	ONAL EXCHANGE CLUB			
Club name	C	lub #	_ District		
Club president ——					
Program chairman —		— Telep	hone number [–]		
Program title					
Date(s) of fundraiser	#	people reac	hed		
# of volunteers particip	pating (include planning & project)		# of project hou	rs (include planning & pr	oject)
Gross receipts	Expenses		Net		
Submitted by					
,	Signature	,	Γitle	Phone #	Date
Fundraising Award, p	il a separate application for ea lease submit the appropriate website, or call headquarters	application,	Appendix pag		-

FUNDRAISING AWARDS APPLICATION



Club name	Club #	District —		
Club president				
Program chairman	Teleph	one number ——		
Program title				
Date(s) of fundraiser	# people reache	ed		
# of volunteers participating (include planning & projection)	ect) #	of project hours (incl	ude planning & pro	ject) ———
Gross receipts Expense	es	Net		
Submitted by Signature	Ti	tle	Phone #	Date

Complete online or mail a separate application for each project by JUNE 30. For consideration as National Outstanding Fundraising Award, please submit the appropriate application, Appendix page 24, or found online in the member area of the Exchange website, or call headquarters at 419.535.3232.

NATIONAL OUTSTANDING SERVICE PROJECT AWARD APPLICATION



Club Name	Club #	District_	
Signature of Club President			
Name of Club Project			
In the area of: (circle one)	Youth	Americanism	Community Service
1. Please provide a detailed description involved or other organizations involved sheets if necessary.)			

2.	Member Involvement
	A. Number of Exchangites involved
	B. Total volunteer hours
3. radi	Please describe the publicity obtained for the Exchange Club and its project, including a summary of newspaper, o and television coverage. (Attach complete supporting information, such as clippings, photos, etc.)
	After completing this form, please send it and all supporting information to: The National Exchange Club 3050 Central Avenue
	Toledo, Ohio 43606

Note: This form should be submitted to National Headquarters as soon as possible after the event. Deadline for submission is June 1.

The nominated project must have been conducted in the previous 12 months. The winning club in each of the three categories will be asked to display its project and club information during the National Convention.

NATIONAL OUTSTANDING FUNDRAISING AWARD APPLICATION



Club name	Club #	District			
Club president					
Program chairperson		Гelephone number			
Date(s) of fundraiser	1	Length of fundraiser (in hours)			
No. of years sponsored	No. of members participating _	People reached			
Gross receipts	Expenses	Net			
Club size	or more 30 to 74 memb	ers up to 29 members			
Description of fundraiser: Describe such as timetable, budget, cooperate what projects these funds will supp	ing organizations, location, how th	ne program was organized and imp			
		(Attach additional pages if	f necessary.)		
Publicity: List all publicity generate newspaper clippings, photos, etc.	ed by the program such as newspap	oer, television and radio coverage.	Attach		
Submitted by:					
Signature	Т	itle	Date		

Note: This form should be submitted to National Headquarters as soon as possible after the event. Deadline for submission is June 1. The nominated project must have been conducted in the previous 12 months. The winning club will be asked to display its project and club information during the National Convention.

THE CARE AWARD NOMINATION FORM



Club Name				Club #	_District
Club President _					
Name of Club Pr	roject	:			
How many years	has y	our club conducted this p	rograi	m?	_
Club size		75 members or more		30 to 74 membe	up to 29 members
In the area of		XC Center-related		Non-XC center	-related
(Please type applica	tion or	r print legibly.)			
ties involved in t	he pr	oject, including the numb	er of p	eople involved, ot	provide a detailed description of all the activi- her organizations involved, and complete necessary. (Up to 45 points may be awarded.)

INVOLVEMENT
Member Involvement
A. Total number of Exchange Clubs involved and total memberships of the clubs
B. Number of Exchange Club members involved in the project
C. Total volunteer hours
(Up to 25 points may be awarded.)
PUBLICITY
Please describe the publicity obtained for the Exchange Club(s) and its child abuse prevention effort, including a
summary of newspaper, radio and television coverage. Attach complete supporting information, such as clippings,
photos, etc. <i>Supporting information must be attached to receive full points.</i> (Up to 25 points may be awarded.)
DOLLARS RAISED
If the project was a fundraiser, list the amount raised and the amount donated to the child abuse prevention organizations involved. (Up to 5 points may be awarded.)
organizations involved. (Op to) points may be awarded.)

After completing this form, please send it and all supporting information to:

The National Exchange Club Foundation 3050 Central Avenue Toledo, Ohio 43606

Note: Envelope must be postmarked by **June 1**. The nominated project must have been conducted after July 1, and completed prior to June 1.

DISTINGUISHED CLUB SECRETARY AWARD APPLICATION



To be completed by club secretary and returned to National Headquarters by August 1.

Club name	2	Club #	District		
City, State					
Secretary ₋	(Print as to appear on	certificate)			
Has fulfille	ed the following requirements for the adr	ninistrative year:			
	REPORTED NAMES AND ADD HEADQUARTERS BY APRIL 30		FICERS TO NATION	AL	
	RETURNED CONVENTION C. ATTENDING.	REDENTIALS FORM	BY JUNE 1 WHETH	ER OR NOT	
	SUCCESSFULLY COMPLETE EXCHANGE UNIVERSITY CLUB SECRETARY ORIENTATION COURSE WITHIN 30 DAYS OF TAKING OFFICE. *UNLESS SUCCESSFULLY COMPLETED IN PRIOR TWO YEARS AND MAINTAINS THE OFFICE/POSITION FOR TWO CONSECUTIVE YEARS.				
		Club President's Signatu	e		
		Club Secretary's Signatui	e		

DISTINGUISHED CLUB TREASURER AWARD APPLICATION



Club name		Club #	District	-	
City, State					
Treasurer _		AS TO APPEAR ON CERTIFI			
QUALIFIC	**ATIONS: (To be initialed l	by club president)			
1.		990N (e-postcard) by November of 990 submission to National;	15 and		
2.	Maintained current acco	ounts with district and National			-
3.	Prepared a formal annua	ıl budget			-
4.	Maintained separate acti	ivities and operating accounts			
5.	Performed audit				
6.	orientation course within	schange University Club Treasure in 30 days of taking office. *Unles in prior two years and maintains t onsecutive years.	S		
As club pre Award.	sident, I certify that this ca	ndidate has met all of the qualific	cations for the	Distinguishe	ed Club Treasurer
		Club President's Signature			

Club Treasurer's Signature

DISTINGUISHED DISTRICT PRESIDENT AWARD APPLICATION



	SHIP DEVELOPMENT Provided leadership training for district director Filed reports on training for district directors ar Attended all district conferences and district con	d club officers by July 15.		
	AM EXCELLENCE At least 50 percent of clubs in district received t At least 50 percent of clubs in district conducte			
admini	TH Achieved district membership increase of two p Achieved a net increase of one new club in distr ISTRATIVE Filed district president's monthly reports with the Headquarters by the 5 th of each month.	ict.		
	Scoring will be tracked from district president's monthly reports filed by the 5 th of each month, training reports filed and statistics accumulated at National Headquarters, within the awards year, July 1–June 30. Application form must be completed by district president. The regional vice president will then approve and submit it to National Headquarters by June 30.			
Ī	District President	 Date		
_	Regional Vice President District	Date		

OUTSTANDING DISTRICT AWARD APPLICATION



PROGR	AM EXCELLENCE		
	At least 50 percent of clubs in district received	l the National Service Award.	
	At least 50 percent of clubs in district conduc	ted child abuse prevention projects.	
	-	ngite of the Year and All American Volunteer of	f the Year.
GROWT	ГН		
	Achieved district membership increase of two	percent, including new clubs.	
	Achieved a net increase of one new club in dis	strict.	
COMMI	UNICATION		
	Regularly publish a district bulletin, at least fo	our times a year	
		•	
_	Create and maintain a district website or Face	book page.	
ī	District		
-]	District President	Date	
-		Date	
	District Occidally	Date	

Application due to National Headquarters by June 30th.

DISTINGUISHED DISTRICT DIRECTOR AWARD APPLICATION



LEADE	RSF	HIP DEVELOPMENT
		At least 50 percent of clubs in division represented at district convention.
		Provided proper training for all club officers within the division, prior to June 30.
		Filed training report with district president and National Headquarters by July 15.
PROGR	RAM	EXCELLENCE
		At least 50 percent of clubs in division earned the National Service Award.
GROW"	ТН	
		Division achieved a net increase in membership;
		or
		A new club was formed within the division.
ADMIN	NIST	TRATIVE
		Personally visited each club in the division at least twice during the year.
		Each district director's Report A was completed and submitted to district president and National
		Headquarters by Aug. 15.
		Attended all district board meetings.
		Successfully complete Exchange University District Director orientation course within 30 days of taking office. *Unless successfully completed in prior two years and maintains the office/position for two consecutive years.
		This application form should be completed by the district director. The district president will then approve and submit it to Headquarters by June 30. Scoring is also tracked from statistics accumulated at National Headquarters.
	Dist	trict Director Division # Date
	Dist	trict President Date

District

CLUB REPRESENTATIVE AWARD APPLICATION



LEADE	ERSF	HIP DEVELOPMENT		
		Club had at least two representatives at	district convention.	
		Provided proper training for all club offi	cers prior to July 1.	
		Filed training report by July 31.		
		Club had at least two representatives at	district training conferences.	
PROGI	RAM	I EXCELLENCE		
		Club earned the National Service Award	l.	
GROW	TH			
		Club achieved net increase in membersh	nip;	
		Participated in new club building project	et in the district.	
ADMI	NIST	TRATIVE		
		Attended at least 80% of club meetings	during the administrative year.	
		Submitted all club representative reports	s for home club by due dates.	
		Attended all district board meetings.		
		Served on a district committee.		
		This application form should be compresident will then approve and submit i		
		from statistics accumulated at National H		O
	Clu	b Representative	Club #	Date
	Dist	trict President		Date
	— Dis	trict		

NATIONAL EXCHANGITE OF THE YEAR AWARD APPLICATION



The	e District of places in n	omination			
from the Exchange Club of		for National Exchangite of the Year.			
Yea	r that candidate was awarded District Exchangite of the Yea	r: 2014-2015			
	ivity and points shown are for the time period July 1 to June plication due to National Headquarters by June 1.	e 30,			
1.	Built a new club as sponsor or cosponsor List new club name	8 points	_		
1b.	Mentoring a new Exchange Club List club names	8 points	-		
2.	Membership				
	a. Sponsored one new memberb. Sponsored three new membersc. Each new member sponsored over 3 (maximum 4 point	1 point 3 points s) 1 point each	- -		
3.	Served as: (circle two) a. Club President - Secretary - Treasurer - Bulletin Editor - Major Fundraiser - Program Chair - functioning Publicity				
	Chair (must document) (4 points maximum) (please circle) b. Club Board Member - Chair Major Committee	2 points each	_		
	List Committees: (2 points maximum)	1 point each	- -		
	(circle two) c. Working Club President Elect - Immediate Past President Member playing major role on major committee - Club Photographer House Chair Prepared Meeting Room	nt -			
	Photographer - House Chair - Prepared Meeting Room - Custodian (must document) (2 points maximum)	1 point each			

Application continued on reverse side. Additional information can be found on page 42.

4.	Served as: (circle one) a. District President - Secretary - Treasurer - President-Elect			3 points			
	b. District Board Member (must be recommended by District President)			2 points			
	c. District Committee Chair (must be recommended by District President)				1 point		
	d. District President of a distri	ct with positive	e growth		4 points		
5.	5. Up to 4 points may be awarded for items not listed above at the discretion of the judges (Please describe/explain)				1 point each		
6. Convention attendance during 2-year window (4 points maximum) List conventions attended.					1 point each		
	District Convention	Date			Location		
	District Convention	Date	2		Location		
	National Convention	Date	<u> </u>		Location		
	National Convention Date			Location			
F	Final point allocations and final score Total Score(50 possible)						
	re to be determined by awar		•				
*Determined by National Exchangite of the Year Committee Final Score			*(50 possible)				

The judging committee has final and full authority for the selection of the National Exchangite of the Year. Points, narrative, etc., are guides to help them in their selection.

In order to be recognized as National Exchangite of the Year, the honoree must be present at the national convention. An effort will be made to determine this confidentially.

NARRATIVE – NATIONAL EXCHANGITE OF THE YEAR (MAXIMUM 1,200 WORDS)

Date:		
Candidate:		
District:		
Jistifet.		
Two signatures required (two district exe	ecutive officers <u>OR</u> one district executive	ve officer and district awards chair):
Name	Title	
varie	Titte	
Name	 Title	

JUDGING:

- 1. The panel of judges will consist of the National Awards Committee Chairperson, three members of the current National Board and three Past National Presidents, to be chosen by the current National President. The last three winners of the National Exchangite of the Year Award will also have a vote. A tie vote will be broken by the current National President.
- 2. There is a "two-year window" for applicants, that is, a nomination form for an Exchangite may be based on the current or previous Exchange year. This is to provide for districts that do not select their Exchangite of the Year until after the June 1 deadline. This means that there are two Exchange years within the two-year window, but each district may submit only one candidate for Exchangite of the Year per National Convention. Activity listed on the application should coincide with the year marked.

TWO WAYS TO SCORE:

- 1. Activity during scoring period includes offices held, committees chaired, fundraisers managed, members sponsored and major Exchange efforts. Offices and positions held may be club or district. Activity points are totaled with 50 being the maximum points possible.
- 2. A narrative, not to exceed 1,200 words. Some suggestions for the narrative: is the person a volunteer; do they say yes when asked; does their presence enhance meetings, social functions and other events; are they positive, enthusiastic, loyal, creative, gregarious, possess a sense of humor and solve problems. Maximum points for narrative is 50. Narrative points are determined by and assigned by the Exchangite of the Year Committee.

DEFINITIONS:

- 1. Major Fundraiser One that requires time, leadership, planning and organization. It includes involvement with a significant number of the club membership, and/or arranging of facilities and/or other physical arrangements. Interclub involvement could make it major. Raffle tickets, home garage sales, etc., would not be considered major.
- 2. Major Functioning Committee To chair this committee requires leadership, planning, coordination, management, time and energy. Committees that meet this requirement are Search For Talent, Student of the Month/Year, Law Enforcement/Firefighter of the Year, and Proudly We Hail (at least six recipients). If done correctly, Membership and Education will qualify. Committees involving only a single project and little time would not be considered major.

ALL-AMERICAN VOLUNTEER OF THE YEAR AWARD APPLICATION



Th	e District of pl	aces in nomination	
fro	m the Exchange Club of	for All-American Volunteer of the Year.	
	civity and points shown are for the time period July plication due to National Headquarters by June		
1.	Served on club-level committees: (must documen	t)	
_			
2.	How many days during the year did the nominee	work for Exchange?	
3.	How many hours did the nominee work for Excha	ange?	
4.	In how many different projects did the nominee p	articipate?	
5.	Attach 2-page narrative.		
6.	Nominee attended at least 75% of club meetings:	yes or n	o (circle one)
7.	Nominee participated in at least 80% of club proje	ects: yes or n	o (circle one)

Point allocations and final score are to be determined by award judges.

JUDGING:

The panel of judges will consist of the National Awards Committee Chairperson, three members of the current National Board and three Past National Presidents, to be chosen by the current National President. The last three winners of the National All-American Volunteer of the Year Award will also have a vote. A tie vote will be broken by the current National President.

CRITERIA:

Nominee must attend at least 75% of club meetings and participate in at least 80% of club projects. Longevity will be considered. Only one entry per district will be accepted. (Award will be presented at the National Convention.) This award will not in any way be associated with the leadership level. It's for club level volunteers. Any member serving as a district or national officer during the past 5 years is ineligible.

NARRATIVE:

A narrative, not to exceed two pages. Narratives more than two pages in length will be returned to the writer and will not be considered until returned within the two page limit. Some suggestions for the narrative: is the person a volunteer; do they say yes when asked; does their presence enhance meetings, social functions and other events; are they positive, enthusiastic, loyal, creative, gregarious, possess a sense of humor and solve problems.

NARRATIVE – ALL-AMERICAN VOLUNTEER OF THE YEAR

Date:
Candidate:
District:
Signature: District President/District Secretary

NATIONAL BEST CLUB BULLETIN AWARD ENTRY FORM



Club name	Club	p # District
Bulletin name		
Editor's name		
	Co	ompetition
	(Use a separate en	try form for each category)
(Check one)	·	
☐ Club with 29 or fewer i	members*	Is bulletin published at least once a month?
☐ 30 to 74 members*		□ Yes □ No
☐ Club with more than 7	5 members*	(A "No" answer disqualifies bulletin from
*July 1 active membership fig	gure	national competition.)
Approximate annual club bulletin bu	dget \$	
Any income from advertising?	Yes 🗖 No	How much annually? \$
Signature of club officer		Date
E-mail Address		

Deadline for receipt of entries at National Headquarters is June 1.

Paper clip (not staple) three different examples of the club bulletin published during the 12 months of the award year, April 1 through March 31.

Mail to:
National Best Club Bulletin Award Contest
The National Exchange Club
3050 Central Ave.
Toledo, Ohio 43606

See reverse side for additional award guidelines.

JUDGING

Judges will consider each category (small club (up to 29 members), the mid club (30 to 74 members), and large club (75+)) separately. Bulletins will be rated on a scale from one to 10, with 10 being a perfect score in each of the subdivisions of the category of Content, and in the categories of Readability and Eye Appeal. Scoring by each of the judges will be averaged (or totaled) to determine the winner in each competition. The two bulletins receiving the highest scores, out of a possible 50, will be the winners. To enable all clubs to compete on an equal basis, it is suggested that all districts adopt the following criteria.

CRITERIA

Content: Maximum points - 30

- A. Is content balanced among news of upcoming meeting programs, other club events, project progress, reports of recent projects, member news, items of general Exchange interest, personality profiles, humor?
- B. Does the bulletin promote participation, attendance, membership and new club building, Exchange education and significant news on district and national levels of Exchange?
- C. Does the bulletin carry the correct Exchange Club logo as well as complete and correct club name, city, state, and meeting date, time and place?

Readability: Maximum points - 10

Does the writing meet acceptable standards of punctuation, sentence structure, grammar and spelling? Is writing concise, understandable and accurate?

Eye appeal: Maximum points - 10

Does the overall appearance of the bulletin stimulate readership? Are the masthead and other elements creatively and neatly handled with occasional artwork, photos, color, etc.? Does the layout incorporate careful attention to white space, page balance, and the importance and organization of the articles?

Questions? Call, write, fax or e-mail: The National Exchange Club 3050 Central Avenue Toledo, Ohio 43606 419-535-3232

Fax: 419-535-1989 e-mail: info@nationalexchangeclub.org

EDIT AWARD ENTRY FORM



District name	District #
Bulletin Name	
Total Annual District Bulletin Budget \$plates, mailing, salaries, etc.)	(Figure to include costs of typesetting, printing, layout, paper
Does the editor receive any remuneration?	☐ Yes ☐ No How much annually? \$
Any income from advertising?	☐ Yes ☐ No Approximately how much annually? \$
District Membership Category:	☐ 799 or fewer members☐ 800 or more members
Editor's Signature	
Address	
City, State and Zip Code	

Editors, please note: A copy of each issue published during the current 12-month award period, April 1, through March 31, should be submitted with this entry form. To be eligible, a district bulletin must be published at least four times annually. **Entries must be received for judging at National Headquarters no later than June 1.**

Mail to: National Exchai

The National Exchange Club Attn.: Communications Department 3050 Central Avenue Toledo, Ohio 43606

See reverse side for additional award guidelines.

AWARDS WILL BE PRESENTED AS FOLLOWS:

- A. *EDIT Awards* for Best District Bulletin go to the publication in each membership division receiving the highest total points.
- B. The *Judges Award* recognizes excellence in the individual categories listed in the EDIT Award section of this book. The award is won by the bulletin, other than the EDIT Award winner, receiving the highest point total of the three judges in the individual category. A publication may win the award in more than one category.
- C. A Superior Rating is given all entries scoring 100 points or better in total tabulation.

Special consideration will be given to bulletins prepared as the result of a purely voluntary, non-remunerated effort on the part of the editor.

Publications winning any of the awards earn the right to exhibit the appropriate EDIT emblem and year in their bulletin mastheads. Emblem art is provided.

The National Exchange Club should continue to receive each issue of the district bulletin on a regular basis as published. Contest entries must be submitted as a separate group.

New Exchange districts may submit entries after they have published four successive issues of their bulletin during the award period.

NATIONAL BEST CLUB/DISTRICT WEB SITE AWARD ENTRY FORM



Must be	e completed and submitted by club or district officer.
Please e	nter the following web site in the: Best Club Website (29 or less members) competition.
	-
	Best Club Website (30 to 74 members) competition.
	Best Club Website (75 or more members) competition.
	Best District Website competition.
Club or	District Name:
URL or	Address of Site: http://
Webma	ster's Name:
Club or	District Officer's Name:
E-mail	Address:
•	that the above site is the official site of: (check one) y club
	Signature of club officer or Signature of district officer

Deadline for receipt of entry form at National Headquarters is June 1.

Mail or fax to:
National Best Website Award
The National Exchange Club
3050 Central Avenue
Toledo, OH 43606
Fax: 419-535-1989

JUDGING CRITERIA

CONTENT: MAXIMUM POINTS - 20

- A. Is the content engaging, timely, clear, relevant and balanced between general information about Exchange and the club or district specifically?
- B. Does the site carry the correct Exchange Club emblem, complete and correct club or district name?
- C. In the case of clubs, does the site carry the city, state, meeting time and place?
- D. Is there news of upcoming club or district projects, other events, meetings, officer and member information?
- E. Is club or district contact information easy to find?
- F. Does the writing meet acceptable standards of punctuation, sentence structure, grammar and spelling?
- G. Is writing concise, understandable and accurate?

STRUCTURE AND NAVIGATION: MAXIMUM POINTS - 10

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

VISUAL DESIGN: MAXIMUM POINTS - 10

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

FUNCTIONALITY: MAXIMUM POINTS - 10

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

BEST WEB VIDEO AWARD ENTRY FORM



MUST BE COMPLETED AND SUBMITTED BY CLUB OFFICER.

CLUB NAME	CLUB #	_ DISTRICT	
Submitted by	Title		
Phone # E-mail			
Video title:			
URL or web address of video: http://			
Brief summary of video:			

The Target Audience

The primary target audience for your Exchange Club's video is your community. This video is something that can/should be shown at rush parties, mixers, and recruiting events. It should be personalized to your community, but may also include district and national information.

Objective

After watching the video, the target audience is so inspired and intrigued that they should want to visit the local club website and the national website and join your club.

The Rules

- The National Exchange Club will not accept any video that includes dangerous stunts, offensive language, or inappropriate behavior.
- Video length will not exceed 5 minutes.
- All entries must be the original work of the participants and must not contain any copyright violations.
- An independent panel will review all entries. Music, editing, sound, video quality, and effective use of special effects will be considered in the overall judging.
- Web links to winning videos will be posted on the National website.

Video Perception, Tone, and Guidelines

- Exciting, passionate, fun, smart, cool, adventurous, and entrepreneurial. We're sure there will be other angles you can think of.
- Video can be in any style: live action, animated, etc.
- Take risks. Be fresh.
- Use these guidelines as very broad suggestions.
- Video length should not exceed 5 minutes.

How to Enter

 Save your video as a .WMV or .MPG file and post to your club's website, personal YouTube page, or personal Google Video page. For best results, convert to MPEG4 format. Also check specific video requirements for YouTube or Google Video.

Complete this form and submit to National Headquarters by midnight, June 1.

PUBLIC RELATIONS AWARD ENTRY FORM



CLU	JB NAME			CL	UB#]	DISTRICT
(Che	eck one)	29 and fewer members*		30 to 74 mer	mbers*		75 or more members*
		uirements fulfilled by the club. I A minimum of six of the 10 re					ng at National Headquarters no later award.
	Club has a public relations chair and a public relations committee of three or more persons. Public Relations Chair						
	_	ublic relations plan for curren plan attached.	t year	r or for two or	more years.		
	Club has the	Public Relations Resource.					
	Club has sho	wn the Exchange identity vid	eo to	club members	s, a nonmen	nber	group or through a local media
		ates Shown	At	tendance	Station		Estimated Media Audience
						_	
		d Child Abuse Prevention pri eet attached.		video public s ates of Air	ervice anno	unc	ements one or more times.
	Club uses Ex	change Club sign or banner a Event Dates	_	nsored events. t. Attendance			
	Club has a si Meets Here."	gn displayed at its meeting pla	 ace th	nat reads "The	Exchange C	Club	of
		e national recruiting video or brochure attached.	brocl	nure and/or a l	ocally produ	ucec	l recruiting brochure.
		es a bulletin/newsletter of 12 nd schedule attached.	or m	ore issues per y	ear.		
	Club uses roa Photo att	ad signs in its community.					

The winning entrant will be ineligible to win for three years. On the 4^{th} year, the winner will once again be eligible to win this award. The winner may, however, still enter to receive a banner patch during the 3 ineligible years.

Youth of the Year Entry Form



THE DISTRICT AND NATIONAL YOUTH OF THE YEAR AWARD OFFICIAL ENTRY FORM

INSTRUCTIONS

The entry form is divided into five parts: Sections 1 and 2 address the candidate's achievements during five of his/her final six semesters in high school (this information is normally obtained from school records); Sections 3 and 4 are to be prepared by the candidate; and, Section 5 must be filled out in its entirety.

All grading should be based on a five semester period beginning with the sophomore (10th grade) year and ending with the close of the first semester of the senior (12th grade) year. Be sure to enter a score for each semester in each appropriate activity column, as well as a total.

Section 1a — Activities

Student Government/Class Government - Report on highest office held per group each semester.

Newspaper/Annual School Publication - Report on highest position held per publication each semester.

Musical Organization - "Band" denotes any musical group which is school-sponsored. "Choir" denotes any vocal group which is school-sponsored. "Orchestra" denotes a formal, symphonic musical organization which is school-sponsored, but not included in band activities. "Drum Major/ Majorette" must be part of school-sponsored activity.

Debate Activities - "Winner" denotes any recognized award achieved as an individual, or as a member of a team, in either an inter- or intra-school competition. However, only one such victory may be counted per semester. "Team" denotes any group representing either a high school class or the high school as a whole. If the candidate receives a score as a winner and is part of a team, he/she should also receive credit for team membership.

Stage Production - "Performer" denotes active participation on stage as a member of a theatrical or similar schoolsponsored production. "Production Crew" denotes participation in an activity necessary to support a school performance (i.e. stage hand, projectionist, makeup, etc.). Only one performance may be counted per semester.

Athletic Teams, Club Membership - See explanation on entry form.

PLEASE NOTE:

APPLICATIONS MUST BE POSTMARKED BY JUNE 1.

INCOMPLETE SUBMISSIONS WILL NOT BE CONSIDERED.

Section 1b — Community Service Activities

Community Organization Membership and Volunteer

Service Hours - See explanation on entry form.

Section 2 — Grades

Grade point average is for semester period beginning with the sophomore (10th grade) year and ending with the close of the first semester of the senior (12th grade) year. Multiply the student's G.P.A. (using the 4.0 system) by 50 to get the score for Section 2. G.P.A. may not exceed 4.0.

Section 3 — Special Achievements/Awards

List 10 special achievements and awards, specifying if local, state, or national. Attach a typewritten paragraph describing most outstanding achievement. This section, which can be awarded up to a maximum of 160 points, will be scored by the national judges.

Section 4 — Essay

Follow instructions as indicated on form. The subject of the essay will be announced by a letter from The National Exchange Club. The essay will be scored by the team of national judges, which can award the essay as many as 300 points. The essay should be attached to this form as indicated.

Section 5 — Certification/Information Form

Fill out as indicated. Advise candidate that he/she may be contacted by a representative of The National Exchange Club to obtain additional information for publicity purposes.

District Youth of the Year Candidate						
Submitted by the Exchange Club of						Club #
National Youth of the Year Candidate						
Submitted by the		Disti	rict			
	DOINT	_				
Section 1a — Activities	POINT	2 FAKI	NED			
Student Government/Class Government		Ser	nest	ers		
President (4 points)	10	10	111	111	12	
Other Officer (3 points)	"	' "	<u> </u>	ļ · ·		
Representative (2 points)						
Committee Member (1 point)						20 points max.
Newspaper/Annual School Publication						
Editor (4 points)						
Manager (3 points)						
Staff (2 points)						20 points max
Musical Organization						
Band (2 points)						
Choir (2 points)						
Orchestra (2 points)						30 points max.
Drum Major/Majorette (2 points)						
Receiving Individual Music Instruction (2 points)						
Debate Activities						
Winner (2 points)						
Team Member (1 point)		<u> </u>				15 points max.
C. D. L.						15 points max
Stage Production	I				1	
Performer (2 points)						
Production Crew (1 point)		•				15 points max.
Athletic Teams						
Captain or Co-Captain (2 points), Team Member (1 point). L	ist no m	ore tha	an two	(2) pe	er seme	ester, with points
earned for each. Do not include intramural sports.				· / I		, 1
						20 points max.
Club Membership			. ,			-
(Clubs authorized and sponsored by the high school.) Officer (2 points	s), Mei	mber (1 poin	t). List	no more than
two (2) per semester, with points earned for each.	l	г -	1	Ι	1	
			İ			
Section 1a Total						
140 points max.						20 points max.

Section 1b — Community Service Activities <i>Community Organization Membership</i> (Including youth groups, religious, and service organizations which Officer (2 points), Member (1 point). List no more than two		ıt least	once a	a mont	th.) Pre	esident (3 points),
(2) per semester and no more than 20 hours per semester. Include list of activities performed.						
Volunteer Service Hours (Such as hospital or nursing home service, Salvation Army bell-ringi List no more than two (2) activities per semester and no more than 20 hours per semester.	ng, et	c.) 1 p	oint fo	r every	y five (20 points max. 5) hours.
Section 1b Total						20 points max.
40 points max. Section 2 — Grades Grade Point Average (on a 4.0 scale) x 50 = Section 2 Total						

Section 3 — Personal Achievements/Awards

Each nominee should list his/her 10 most outstanding achievements and awards, including those for athletics, scouting, talent, etc. The nominee should select the achievement he/she considers to be the most outstanding and describe why in a typewritten paragraph (*maximum 200 words*). Attach paragraph to this form.

Date	Description	Local	State	National

Sec	tion	3 Tc	tal	
160 p	oints	max.		

200 points max.

(Please attach additional sheets if necessary.)

Section 4 — Essay

Each nominee will be responsible for preparing an essay on a subject selected by The National Exchange Club. The essay must be 800–1,200 words. Although grammatical correctness and proper use of accepted rules of composition will be considered, points will be awarded primarily on the basis of the overall impact of the essay. Therefore, logical and clear development, as well as the persuasiveness, are most important. The purpose of the essay is to provide the judges with deeper insight into the character and beliefs of the nominee, and the nominee's ability to clearly communicate with the reader. Based on these impressions, judges may award the essay up to 300 points. Please attach the typewritten essay to this form.

Section 4 Total		
300 points max.	TOTAL	
Section 5 — Certification		
City	State Zip code	
Phone	State 21p code	
	Bate of birth	
	Phone	
We certify that the above-named student hawards and achievements.	as participated in Section 1 activities, achieved Section 2 grades, and earned Section 3	
Signature of high school official	Signature of parent/guardian	
	the Youth of the Year from among at least three (3) Youth of the Month winners selected by inning, and is in strict keeping with the rules and regulations of the Youth National Exchange Club.	
Signature of club president	Exchange Club of	
(TO BE COMPLETED FOR NATIONAL	NOMINEES ONLY)	
Name of sponsoring Exchange Club $_$		
Coordinating Responsibility		
To win, the candidate must be able to a Convention. Call National Headquarte submitting the entry form to National Ho		
	State Zip code	
Phone		
Any additional communication regarding this app. is otherwise instructed.	lication will be directed to the Exchange Club member named above, unless The National Exchange Club	
In accordance with the program requirement and regulations as established by The Natio	nts, I confirm that all information contained herein is accurate and conforms to the rules onal Exchange Club.	
	*Please attach a 5" x 7" photo to be used for publicity	
Signature of district president	purposes. Photos submitted to The National Exchange Club will not be returned.	

PLEASE NOTE:

APPLICATIONS MUST BE POSTMARKED BY JUNE 1.

INCOMPLETE SUBMISSIONS WILL NOT BE CONSIDERED.

Accepting the Challenge of Excellence Award - A.C.E.



THE DISTRICT AND NATIONAL A.C.E. AWARD OFFICIAL ENTRY FORM

PURPOSE

The A.C.E. (Accepting the Challenge of Excellence) Award recognizes high school students who have had to overcome great physical, emotional, or social obstacles and are now eligible for high school graduation.

This is a positive program with two key objectives: it helps encourage students to overcome their hardships and get back on track toward a high school diploma; and it recognizes those students who are often overlooked for their accomplishments. This special recognition serves as a powerful example to all students that hard work and perseverance are rewarded.

The submission deadline for the National A.C.E. Award is June 1. The winner will be presented the A.C.E. Award and a \$10,000 scholarship at Exchange's National Convention. Travel accommodations will be provided to the winner and his/her parents/guardians.

INSTRUCTIONS

- 1. Contact your local high school for a potential candidate for the award. A partial list of difficulties to overcome could include physical, language, child abuse, delinquency, and/or substance abuse.
- 2. Ensure the candidate will graduate from high school this year, <u>OR</u> complete GED classes by the age of 19, by the time of submission of application to National Headquarters (June 1).
- 3. Obtain school official and parent/guardian signatures.
- 4. Recognize the selected individual at an appropriate club meeting.
- 5. If you plan to enter your candidate in the district competition, be sure the A.C.E. Award chairperson has the description narrative (500 words maximum) and the candidate's two brief narratives (250 words maximum) before the deadline.
- 6. The district may use the same judging procedure as National Headquarters or determine its own selection process.
- 7. The district may select one or two (if opposite gender) candidates to submit to National Headquarters by June 1. Advise candidate that he/she may be contacted by a representative of The National Exchange Club to obtain additional information for publicity purposes.

See note under Section 3 for candidate eligibility at the national level.

Section 1 – Prepared b	BY SPONSORING CLUB OR	GUIDANCE COUNSELOR
Exchange Club of		_
		_
		_
	Zip code	
Phone	Date of birth	_
Narrative: (not to exceed 500 words) the future.	Describe the problem and how it/they wa	as/were overcome, include implications for
	ent has participated in listed activities an High	
Signature of school official	Signature of parent/guardian	Signature of Exchange Club president
Narrative B (not to exceed 250 words)) *Attach additional pages as necessary. nt (or events) in your life of which you ar	
The above student has been selected (year) National Coordinating Responsibility	per from the sponsoring district, will be re	
District contact		-
Address		_
City State	Zip code	
Phone		_
Note: To win, the candidate must be Convention. Call National Headqua before submitting the entry form to Na	e able to accept the award in person, at th arters for current year's date/time at 419.5 ational Headquarters.	e scheduled event, at Exchange's National 35.3232, and verify with the candidate Club member named above, unless The National
Exchange Club is otherwise instructed. In	accordance with the program requirements, I con ulations as established by The National Exchan	afirm that all the information contained herein is gee Club.
Signature of district president		x 7" photo to be used for publicity omitted to The National Exchange ned.

THE EXCHANGE CLUB COVENANT OF SERVICE

Accepting the divine privilege of single and collective responsibility as life's noblest gift, I covenant with my fellow Exchangites:

To consecrate my best energies to the uplifting of Social, Religious, Political and Business ideals;

To discharge the debt I owe to those of high and low estate who have served and sacrificed that the heritage of American citizenship might be mine;

To honor and respect law, to serve my fellowmen, and to uphold the ideals and institutions of my Country;

To implant the life-giving, society-building spirit of Service and Comradeship in my social and business relationships;

To serve in Unity with those seeking better conditions, better understandings and greater opportunities for all.

Vision Statement

A strong America, safe communities, and unified people.

Mission Statement

Exchange, inspiring communities to become better places to live.



3050 CENTRAL AVENUE TOLEDO, OHIO 43606 419.535.3232 FAX: 419.535.1989

info@NationalExchangeClub.org
NationalExchangeClub.org