**Digital Club Scrapbook Award**

**HELLO NEW JERSEY CKI,**

Every year, the New Jersey District of Circle K International gathers for the Annual District Convention. At convention, we recognize and honor the success of our membership throughout the service year. All the necessary information required to apply for awards are listed in this packet. Please read through all guidelines thoroughly to ensure that your club is properly recognized for its achievements! The club and all reported members must have complied with all aspects of the International, District and Club Bylaws. Only dues-paid members and clubs that have paid their district and international dues are eligible to receive the award.

 Unless otherwise indicated, the eligible period for all reported accomplishments is from April 1, 2019, to January 24, 2020. **THIS AWARD IS DUE TO THE CONVENTION REGISTRATION DESK PRIOR TO OPENING SESSION.** All awards are to be submitted via “Google Forms” with the relevant PDF attachments. All information must be accurate. If you would like special consideration for any of the criteria, please include a letter of explanation signed by your Kiwanis or Faculty Advisor, and place it in front of your PDF submission. Club Awards should be completed using information from District Monthly Reports (MRFs), club minutes, and other club records. Please be sure to read all special directions on the forms that require for earlier due dates (Pre-Judged Awards) or alternative recipients.

**MERGE PDF:** https://smallpdf.com/merge-pdf

**COMPRESS PDF:** https://smallpdf.com/compress-pdf

For Club Officers, Committee Chairs, and Committee Members, the application is the same for “Distinguished” and “Outstanding”. Those who meet and/or excel in the qualifying criteria will be awarded OUTSTANDING. The individual who receives the most points out of all the applicants in his/her category will be awarded DISTINGUISHED. Tiered Club Awards are based on the number of dues-paid members in the club. The DIAMOND TIER applies to clubs with more than 25 dues-paid members dues-paid members. The SAPPHIRE TIER applies to clubs with 25 or less dues-paid members dues-paid members. the application is the same for “Diamond” and “Sapphire”.

 Please only submit ONE application per Google Form; if you are applying to more than one award, you may submit more than one Google Form. All supplementary documents must be submitted as a COMPRESSED PDF < https://smallpdf.com/compress-pdf > . Before submitting the Google Form, make sure that you have completed and uploaded the Verification Waiver and that all letter(s) of recommendation (if applicable) are uploaded — electronic signatures are preferred — Decisions are final and no changes or re-calculations will take place after the results have been certified.

**NO LATE AWARDS WILL BE ACCEPTED FOR JUDGING**

**BE SURE TO SAVE A COPY FOR YOUR RECORDS.**

**APPLICATIONS WILL NOT BE RETURNED.**

**FALSIFICATION WILL RESULT IN IMMEDIATE DISQUALIFICATION!**

**Club Name**:



**Award Description and Guidelines:** The time period covered by the scrapbook shall be from the District Convention 2019 to submission at District Convention 2020. The scrapbook is due to the Convention Registration Desk prior to the Opening Session.

The scrapbook can be in a **Digital Style Format**. Place the DVD or thumb drive inside an envelope (***no more than 3 minutes long***). Entries become the property of NJCKI and will not be returned. NJCKI International reserves the right to reproduce winning entries for any use deemed appropriate by NJCKI. Appropriate recognition will be provided to the CKI Club.

**This award will be scored by the judges. Do NOT score this award! Any unauthorized markings will lead to disqualification of this award.**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Circle K Club Scrapbook *(120 points possible)*** |  |  | **Scoring** |  |  | **Point Total** |  |
|  |  |  |  |  |  |
| **I. General Content** | **60 points possible** |  |  |  |
| 1. | Service to campus | 10 points possible |  |  |  |
| 2. | Service to community | 10 points possible |  |  |  |
| 3. | Fundraising | 10 points possible |  |  |  |
| 4. | Kiwanis Family | 10 points possible |  |  |  |
| 5. | Service Initiative | 10 points possible |  |  |  |
| 6. | Miscellaneous |  |  |  |  |  |  |
|  |  | a. Club Board of Officers | 2 points possible |  |  |  |
|  |  | b. | Meetings | 2 points possible |  |  |  |
|  |  | c. | Socials | 2 points possible |  |  |  |
|  |  | d. | Special events (banquets, ceremonies, etc.) | 2 points possible |  |  |  |
|  |  | e. District & International Events | 2 points possible |  |  |  |
| **II. Organization of Material** | **30 points possible** |  |  |  |
| 1. | Logical order (chronological order) | 15 points possible |  |  |  |
| 2. | Proper labeling of each page/event | 15 points possible |  |  |  |
| **III. Originality** | **30 points possible** |  |  |  |
| 1. | Creativity/uniqueness | 10 points possible |  |  |  |
| 2. | Artistic value | 10 points possible |  |  |  |
| 3. | Use of an overall theme | 10 points possible |  |  |  |
|  |  |  |  |  |  | **Total Points** |  |  |  |  |

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