

FIRST DISTRICT FEDERATED GARDEN CLUBS OF NEW YORK STATE, INC.



AWARDS MANUAL

Effective – December 5, 2022



FIRST DISTRICT AWARDS MANUAL

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Carolyn Pinto, Assistant Director
Lynne Ellen McNamara, District Awards Chair**

**First Printed:1997
Revised: 2003
Updated & Revised: 2022**

ACKNOWLEDGEMENTS

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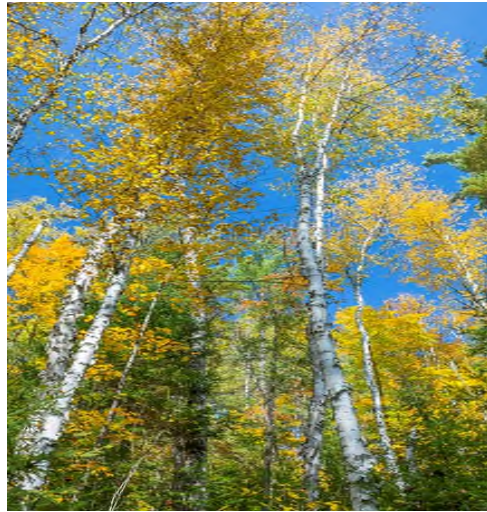
I would like to thank the following for their contributions and assistance in the 2022 updating of this edition of the District Awards Manual:

- Lynne Ellen McNamara, District Awards Chair
- Graceann Morawek, Past District Director
- Jo-Anne Schiffner
- Tim Quinn

Suzanne M. Quinn
District Director

CONSERVATION PLEDGE

I give my pledge as an American to save and faithfully defend from waste the natural resources of my country — its air, its soil and minerals, its forests, waters and wildlife.



Betula Papyrifera (Paper Birch) *

**Betula Papyrifera* – Royalty Free Stock Photo from Dreamstime

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DISTRICT AWARDS PROGRAM

PURPOSE

The District Awards Program provides recognition for the outstanding projects, activities and people of First District. Awards are granted in accordance with the objectives of the Federated Garden Clubs of New York State, Inc. First District encourages clubs or individual members to participate in the District's Awards Program and to document Garden Club activities.

PROCEDURES

1. The Awards year is from January 1st to December 31st of the calendar year.
2. **The Deadline to submit an Award Application is October 1st.** Projects, which extend beyond the Awards Deadline, must also be submitted to the Awards Committee by October 1st. The Book of Evidence, if required by the Award, should contain evidence of the project from January to the end of September, with a written description of additional activities planned from October 1st to December 31st of that same year.
3. No project may receive more than one District Award.
4. Awards are to be presented at the District's Annual and Semi-Annual Meetings as required in April and October of the current year.
5. Applications for Awards are sent to the District Awards Chair.
6. Applications deemed worthy of consideration at the State level are sent by the District Awards Chair to the State Chairman for consideration.
7. To apply for a District Award, use the District Award Application Form. To apply for a State Award, use the FGCNYS, Inc. Award Application Form. See Sample forms in this Manual as well as on sigardenclubs.org website.
8. For Award Applications to the National Garden Clubs, Inc. (NGC) or Central Atlantic Region of State Garden Clubs, Inc. (CAR-SGC), see sample Forms in this Manual as well as on sigardenclubs.org website.
9. To apply for any Award, a **Letter of Intent** should be sent to the District Awards Chair by **September 1st**. The letter should state the specific awards your Club is applying for. **EXCEPTIONS:** Yearbooks and Publicity Press Books are to be made directly to the **District** Chair by the date set by that Chair. The District Publicity Press Book goes to the State Publicity Press Book Chair.

10. For specific instructions on how to prepare a Book of Evidence, see NGC – www.gardenclub.org and FGCNYS, Inc.- www.fgcny.com
11. To apply for a Flower Show Schedule Award, send three (3) copies of the Schedule thirty (30) days in advance of the Show to the District Awards Chair **with an application form.** For a Flower Show, scheduled to be held after October 1st, the Schedule must be submitted by October 1st for evaluation.
12. Flower Shows held between October 1st and December 1st, must submit Book of Evidence by December 15th.
13. The District Awards Manual will be given to each Club President and Club Award Chairs. The Awards Manual will also be available on sigardenclubs.org website.

FIRST DISTRICT AWARDS

ACHIEVEMENT AWARDS

1. *UNSOLICITED CITATION TO OTHER THAN A GARDEN CLUB OR GARDEN CLUB MEMBER*

May be awarded to an individual or institution other than a Garden Club for a successful activity than exemplifies the purposes of the Federated Garden Clubs of New York State, Inc. and First District. Nominations are by a club member or group of members or First District.

NYS # 12 now 1
NGC now SR-1

2. *OUTSTANDING CONTRIBUTION OR ACHIEVEMENT CITATION*

May be awarded to an individual member of a Garden Club for outstanding contributions or achievements in a field of the Federated Garden Clubs of New York State, Inc and First District endeavors, not necessarily part of a club's activities. Nominations are by District, a club or an individual.

3. *DIRECTOR'S CITATIONS*

Up to three (3) citations may be given at the sole discretion of the Director of First District at the District's Annual and Semi-Annual luncheons.

4. *COMMENDATION FOR LONG TIME SERVICE AS A MEMBER OF A CLUB*

May be awarded to an individual member of a Garden Club with at least 20 years membership who has made significant contributions to the club and Federation. An application letter to First District Awards Chair must state offices held, committees, chaired, etc. Nominations are by a Club President.

5. *SPECIAL CITATION*

May be awarded to an individual and/or club for advancing an objective of the Federation that does not come under any of the other awards.

NYS # 3
CAR-SGC Member of Honor Award
(See Awards Rules 2021-2023)

CIVIC CONCERN AND IMPROVEMENT AWARDS

6. *COMMUNITY IMPROVEMENT CITATION*

May be awarded to a club or a group of clubs for:

- a. A new project
- b. A continuing project

NYS # 11 now # 8
NGC now CE 1-2, CE 4-9
CAR-SGC Civic Development and Improvement Award
(See Awards Rules 2021-2023)

7. *UNSOLICITED CITATION FOR OTHER THAN A GARDEN CLUB*

Unsolicited citations may be awarded to organizations or institutions other than Garden Clubs for completed projects of Civic Improvement upon recommendation of a club, individual or the District with approval of the District Awards Committee. An award may be presented upon recommendation for each club in the District.

NYS # 12 now # 8
NGC now SR 1
CAR-SGC Civic Development and Improvement Award
(See Awards Rules 2021-2023)

CONSERVATION AND ENVIRONMENTAL AWARDS

8. *THE MARION BRIGGIN BIRD AND/OR CONSERVATION AWARD*

May be awarded for a Special Exhibit on Birds or Conservation in a Flower Show. It may be given to the club which scores the highest points in either or both categories. A club that wins the Award may not be considered for the same award the next year but could again compete for the Award after a lapse of 1 year. A \$25 Monetary Award will be given.

9. *CITATIONS FOR CONSERVATION AND ENVIRONMENTAL PROJECTS*

May be awarded to a club for a project or completed phase of a project on the topic of conservation or environmental improvement.

NYS # 14 now # 9, 10, 11
NGC now EC 1-6
CAR-SGC Environmental Concern Award
(See Awards Rules 2021-2023)

10. CITATION FOR THE BEST CLUB PROGRAM OR STUDY

May be awarded to a club for a club program or study presented by one or more members at a club meeting on the topic of either Conservation or the Environment. Special consideration will be given if the District Program Chair can make the program available to other clubs.

11. UNSOLICITED CITATION IN CONSERVATION OR ENVIRONMENT

May be awarded to organizations, institutions or individuals other than Garden Clubs for successful projects or educational programs, which encourage conservation and/or environmental improvement.

NGC now EC 1-6

EDUCATIONAL AWARDS

12. EDUCATIONAL EXHIBIT CITATION

May be awarded for an outstanding Educational Exhibit to an individual member or members of a Garden Club. The exhibit must relate to NGC objectives and be designed to instruct. The Application should include:

1. A typed summary of the exhibit
2. Photographs of the exhibit - minimum of 2

The winning exhibit may be displayed at the District Annual Meeting. Categories:

- A. In a Flower Show
- B. Other than a Flower Show

NYS # 17

CAR-SGC Outstanding Educational Exhibit Award
(See Awards Rules 2021-2023)

13. SCHOLARSHIP AWARDS TO DISTRICT CLUB MEMBERS

First District may offer a Scholarship Award amounting to the registration fee of any course to any one of the following approved FGCNYS schools:

Flower Show
Horticulture
Landscape Design
Gardening Studies
Environmental, etc.

Application should be made in writing to the First District Scholarship Chair. No more than two scholarships may be awarded in a calendar year.

NYS # 18

CAR-SGC Scholarship Award
(See Awards Rules 2021-2023)

FLOWER SHOW AWARDS

14. *FLOWER SHOW SCHEDULE CITATION*

May be awarded to:

1. a club
2. a group of clubs

NYS # 21, 22

NGC now FS 1

CAR-SGC Flower Show Schedule Award

(See Awards Rules 2021-2023)

Three (3) copies of the schedule should be submitted to the District Awards Chair, four (4) weeks before the date of the show. One award may be given in each of the following categories:

- a. Club Standard Show (NGC # now FS 1)
- b. Holiday Standard Show (NGC # now FS 2)
- c. Patriotic Standard Show (NGC # now FS 3)
- d. Petite Standard Show (NGC # now FS 4)
- e. Club Small Standard Show (NGC # now FS 5)
- f. Holiday Small Standard Show (NGC # now FS 6)
- g. Patriotic Small Standard Show (NGC # now FS 7)
- h. Petite Small Standard Show (NGC # now FS 8)
- i. Standard Home Show (NYS # 23)
- j. Standard Public Buildings Show (NYS # 29)
- k. Historic Show (NYS # 37)

15. *CITATION FOR A SMALL FLOWER SHOW (FLOWER SHOW IN A BOX/MENTORED SHOW)*

A non-competitive citation may be awarded to a club holding a small flower show with or without exhibits.

16. *CITATION FOR A STANDARD SHOW SCORING 90% TO 94%*

May be awarded to a club or a group of clubs for a flower show scoring 90% to 94%. See #14 for categories.

NYS # 33 now # 21

NGC FS 5

17. CITATION FOR STANDARD SHOWS SCORING 95% OR BETTER

May be awarded to a club or a group of clubs for a flower show scoring 95% or better. See Handbook pages 39-52 for Special Exhibits Division requirements. See #14 for categories.

NYS # 34-43 now # 22, 24
NGC FS 1

18. NEW YORK STATE DESIGN AWARDS

These New York State awards travel to every district in the state. Each district is eligible every 10 years. A photo of the design and a resume type description is required. In the event of a tie, the District Awards Committee will determine the winner.

A. MAY WALTON FLOWER ARRANGER OF THE YEAR

This award may be given to the garden club member with the highest scoring Tri-Color Design in a Standard Flower Show. First District is eligible in the year 2026.

NYS # 46 now # 34

B. PAULINE SHERWOOD PETITE AWARD

This award may be given to the garden club member with the highest scoring Petite Design in a Standard Flower Show. First District is eligible in the year 2028.

NYS # 47 now # 35

19. SPECIAL EXHIBIT CITATIONS

May be awarded for the best Special Exhibit in a Standard Flower Show in the following categories:

- a. Youth Groups
- b. Sponsored Groups
- c. Artistic Crafts
- d. Gardens

20. *FIRST DISTRICT ANGELA DOGLIO DESIGN SILVER BOWL* No more silver bowls!

A Design Silver Bowl may be awarded to the garden club member who has accumulated the most design points in Standard Flower Shows held within First District's calendar year. The winner of the Silver Bowl is not eligible for the next two years. The Silver Bowl will be presented at the Annual Meeting/Luncheon. Requirements are:

- If there are only two shows, the designer must have entered one show.

FLOWER SHOW CLUB AWARDS

21. *FIRST DISTRICT LEE GUGLIADA CREATIVE DESIGN AWARD*

Presented to the highest rated blue ribbon winner in a Design Division in a specific Section/Class determined by the Flower Show Committee in a Standard Flower Show held within First District's calendar year. This Award is sponsored by Great Kills Garden Club. This is a monetary award.

22. *THE CONCHIE DE LILLO AWARD*

Presented to the highest scoring design among the Tri-Color and Designer's Choice award winners in a Standard Flower Show held within First District's calendar year. This Award is sponsored by Judges Council. Need to speak with Peggy Cullimore-Klein with regards to this Award.

23. *THE ROSE YASOSKY NOVICE AWARD*

Presented to the Novice who has never won a blue ribbon before in any other Design categories. The Flower Show Committee will determine the Design Division and Section/Class in a Standard Flower Show held within First District's calendar year. This Award is sponsored by Richmond Ever-Green Garden Club. This is a monetary award.

24. *THE JEANETTE DE LILLO AWARD*

Presented to the highest rated blue ribbon winner in the Horticulture Division, Section/Class, Conifers, in a Standard Flower Show held within First District's calendar year. This Award is sponsored by Staten Island Garden Club. This is a monetary award.

25. *THE BARBARA RAMIREZ-CUCCI AWARD*

Presented to the highest rated blue ribbon winner in the Botanical Arts – Artistic Crafts Division in a Standard Flower Show held within First District's calendar year. This Award is sponsored by Castle Manor Garden Club. This is a monetary award.

GARDEN THERAPY AWARDS

25. *EDNA KUTTRUFF GARDEN THERAPY AWARD*

A Silver Bowl may be awarded to:

- a) A Garden Club of First District
- b) An individual member of a Garden club of First District

A short description (no more than two typed pages) of Garden Therapy activities by an individual or club of First District to be submitted to the District Garden Therapy Chair by September 1st.

HORTICULTURAL AWARDS

26. *THE KAREN WOYTOWICH HORTICULTURE SILVER BOWL*

The Horticulture Silver Bowl will be awarded to the garden club member who has accumulated the most horticultural points in a Standard Flower Show(s) held within First District's calendar year. The winner of a Silver Bowl for Horticulture is not eligible for the next two years. Requirement as follows:

- If there are only 2 shows, the person must have entered 1 show.

The Silver Bowl will be presented at the District's Annual Meeting and Luncheon.

27. *THE LILA T. BARBES HORTICULTURE AWARD FOR CONTAINER GROWNED PLANTS*

A Citation along with a monetary award (\$50.00) will be awarded to the Garden Club member who has accumulated the most points for Container Grown Plants entered in a Standard Flower Show(s) held in First District's calendar year. This Award is sponsored by Richmond Ever-Green Garden Club. The Winner is not eligible for the next two years. Requirement as follows:

- If there are only 2 shows, the person must have entered 1 show.

This Award will be presented at the District's Annual Meeting and Luncheon.

28. CITATION FOR YEAR LONG HORTICULTURAL STUDY

May be awarded for a year long study within a club, culminating in a specific result or gain, such as class or exhibit in a flower show, community project, field trip, etc.

29. LILLIAN AREND HORTICULTURIST OF THE YEAR SILVER TRAY

May be awarded to a member selected by the District Awards Committee. This will be a traveling award to be presented to a different District each year beginning in the awards year of 2020 with District 10. First District is eligible in 2029. The deadline for submission of an entry is January 1.

- Horticulture exhibit must have been entered in a Standard Flower Show
- Horticulture exhibit must have won the Award of Horticultural Excellence
- Entry must include a photo of the exhibit with proper naming as required by a Flower Show Schedule
- Entry must be point scored

NYS # 57 now # 44

Horticulture/Design Points

Points for District Horticulture and Design Awards are:

First award = 5 points (only one first award for each class)

Second award = 4 points

Third award = 3 points

Honorable Mention = 2 points

National Garden Club Awards = 10 points

Sweepstakes Award = 10 points

LANDSCAPE AND HISTORIC PRESERVATION CITATIONS

30. *LANDSCAPE DESIGN CITATION*

May be awarded to a member club or a group of clubs that has made the most significant contribution in providing planning and planting of a landscape project. Projects might include landscaping of churches, synagogues, memorial gardens, home grounds, school grounds, parks, libraries, hospitals, etc.

NYS # 61 now # 45
NGC now CE 1-2, CE 4-9
CAR-SGC Violet S. Thoron Award
(See Awards Rules 2021-2023)

31. *HISTORIC PRESERVATION CITATION*

May be awarded to a member, club or a group of clubs for the completion of a historic preservation project, such as the restoration of a park, building and/or garden of importance to the heritage of a particular locality. Photographs before and after the restoration should be included.

NYS # 65 now # 41
NGC now CE 1-2, CE 4-9

32. *CITATION FOR PROMOTION OF IMPROVED LANDSCAPE DESIGN IN THE COMMUNITY*

May be awarded to a member, club or group of clubs for working with community officials on beautification awards programs, plant clinics, community gardening and participating in other community projects dealing with promotion of improved landscape design in the community.

NYS # 62 now # 46
NGC now CE 7-9

MEMBERSHIP AWARDS

33. *FIRST DISTRICT MEMBERSHIP SILVER BOWL*

May be awarded to a club for the largest increase in a club's membership during the award year. The award will be based on District dues paid.

34. *RECRUITER OF THE YEAR MEMBERSHIP AWARD*

May be awarded to the Garden Club member who brings in the greatest number of new members to their club. The District Membership Chair must document new memberships.

35. *INDIVIDUAL MEMBER COMMENDATION*

A certificate may be obtained from National Headquarters to honor a club member for long-time membership, dedication and outstanding contributions to the club. Refer to National Council's Member Services Catalog for details.

36. *LUNCHEON PARTICIPATION CLUB AWARD*

May be awarded to the club who has the largest ratio of luncheon attendees to club members.

PUBLICATION AWARDS

37. AWARDS FOR CLUB PUBLICATIONS

May be awarded in each of the following categories:

- a. Informational leaflets, booklets, etc. for club members
- b. Information material to other than garden clubs that promote Federation objectives
- c. Cookbooks, or other fundraising publications
- d. Other writings by individuals in non- garden club publications on subjects concerning garden club interests.

NYS # 76 now # 52

NGC now MAE 1-7

PUBLICITY PRESS BOOKS

The State Chair handles this special award. The NY State deadline is January 25. Information is available in the New York State News or the FGCNYS, INC. Awards Manual. Refer to current rules for complete requirements.

NYS # 80 now #55

CAR-SGC Certificate

(See Awards Rules 2021-2023)

38. YEARBOOK CITATIONS

May be awarded to clubs according to rules printed in The National Gardener (online - www.gardenclub.org). Three copies of the Yearbook must be sent to the District Chair by date determined by Chair. Winners will be announced at the fall Semi-Annual Meeting and Luncheon.

NYS # 56

CAR-SGC Yearbook Award – YB-1

(See Awards Rules 2021-2023)

YOUTH AWARDS

39. *SENIOR CLUB CITATION*

May be awarded for making the most significant contribution in the encouragement of gardening by youth.

- a. a club
- b. An individual club member

NYS # 86 now # 58
NGC now SR 4 (b.)

40. *CITATION FOR AN ALL-YOUTH STANDARD FLOWER SHOW*

May be awarded to a youth group sponsored by a Federated Garden Club that has a Standard Flower Show. The senior club acts in an advisory capacity only.

NYS # 88 now # 61
NGC now FS 13
CAR-SGC Flower Show Schedule Award
(See Awards Rules 2021-2023)

41. *YOUTH FLOWER SHOW CITATION*

May be awarded to a Youth Section of an adult Standard Flower Show which includes a minimum of three classes in Design, three Classes in Horticulture and two Educational Exhibits and scores 90% or above. The senior club acts in an advisory capacity only.

NYS # 89 now #61
CAR-SGC Flower Show Schedule Award
(See Awards Rules 2021-2023)

42. *YOUTH ACHIEVEMENT CITATION*

May be awarded to a sponsored youth group or individual for outstanding achievement in any or all phases of garden club work not covered by the above.

- a. Individual
- b. Group

NYS # 91 now #63

43. *OUTSTANDING YOUTH GROUP PROJECT*

A citation may be awarded to a sponsored youth group for outstanding projects in the following categories:

- a. Civic Beautification or Improvement
- b. Garden Therapy
- c. Environmental Concern
- d. Conservation
- e. Arbor Day

NYS # 90-93 now # 62, 63, 64, 65, 66, 67
NGC now YW 1-10

44. *CITATION FOR SMOKEY BEAR/WOODSY OWL ENVIRONMENTAL POSTER CONTEST*

Awards may be given to the winning entries in the contest. Annual rules and deadlines are published in The National Gardener (online – www.gardenclub.org). Club winners are sent directly to the District Youth Chair.

NYS # 98 now # 71
CAR-SGC/NGC Youth Programs
(See Awards Rules 2021-2023)

45. *YOUTH SPEECH, POETRY AND NEW YORK SPECIAL YOUTH PROJECTS*

District Awards will be given to First place winners in established age categories for DISTRICT, FGCNYS and CAR-SGC sponsored projects.

- a. Speech
- b. Essay
- c. Poetry
- d. Any other

NYS #57, 67, 72
CAR-SGC High School Essay Contest
(See Awards Rules 2021-2023)

APPENDIX

The following pages contain sample application forms necessary for DISTRICT, FGCNYS, NGC and CAR-SCG awards. These forms are included in this Manual and can also be found on sigardenclubs.org website. District instructions for preparing a Book of Evidence is also included.

Information required on the Application Form:

1. Award name and number
2. Club name
3. Current number of members and number of members participating in the project or show
Title or theme of the project or achievement
Statistics:
 - a. Flower Show – design, horticulture, special exhibits, Judges names and status
 - b. Attendance – show or project
 - c. Financial dataDescription of project or special exhibits or special features of a show

For further information on all of these Awards and Applications refer to the following websites:

FGCNYS, INC. www.fgcny.com

NGC www.gardenclub.org

CAR-SGC www.car-sgc.org



FIRST DISTRICT
FEDERATED GARDEN CLUBS OF NEW YORK STATE, INC.
AWARD APPLICATION

AWARD NUMBER:

NAME OF AWARD:

DATE OF APPLICATION:

SENT FROM: DISTRICT ONE

APPLICANT'S NAME

COMPLETE MAILING ADDRESS:

TITLE OR THEME OF PROJECT OR ACHIEVEMENT:

REQUIRED DESCRIPTION: Briefly describe project, include data as outlined below under IMPORTANT!

SIGNATURE OF DISTRICT AWARDS CHAIRMAN

ADDRESS

IMPORTANT! Have you included all necessary data? List: CLUB NAME, MEMBERSHIP, STATISTICS, FINANCIAL STATEMENT . . . FLOWER SHOWS include: NAME OF JUDGES AND REQUIRED SPECIAL EXHIBITS.

NOTE: Deadline for District Awards: October 1st, unless otherwise noted in *DISTRICT AWARDS HANDBOOK*.



FEDERATED GARDEN CLUBS OF NEW YORK STATE, INC.
AWARDS APPLICATION 2021 -2023

Award Name: _____

Number (if applicable): _____

Submitted by: _____

(Enter name exactly as it should appear on any award received)

Name of Garden Club: _____

Number of Members in Club: _____

Mailing Address of Garden Club:

District # _____

District Awards Chairman: _____

Address _____

Phone _____ Email _____

State Awards Chairman: Cheryl A. Kopyt Phone 315-839-6219 thekopyts25@gmail.com

8616 Canning Factory Rd., Waterville, NY 13480-1812

- Application form is limited to three printed pages, front only.
- (No report cover nor binders allowed. No plastic sheets allowed)
- Application form will not be returned. (Exceptions: publication (books), CD/DVD).
- Copy your entry for your files.
- Deadlines for sending to District Chairman: October 1, unless otherwise specified in Award Directions.
 - Publicity/Press Books January 25 to State Chairman
 - Award of Honor to State Chairman by January 15th
 - District Awards Chairman October 1st
 - State Awards Chairman November 1st
 - Flower Shows held after October 15, deadline is Dec 15th
 - Check other dates for Youth Awards

Please complete each topic, if applicable. Use numbering as below when completing application form.

1. New Project: Yes _____ No _____ Beginning date: _____ Completion date: _____
2. Write a Brief Summary and objectives of project
3. Involvement of club members, other organizations, etc.
4. Project expenses and means of funding
5. Continuing involvement, follow-up, maintenance:
6. Attach or insert photos, digital photos, and/or landscape plan (does not need to be professionally drawn).

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



NGC Award Application Cover Sheet

Award Number _____ Award Name _____

Name of Group/Club/Individual Applying for Award _____

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

If state, number of clubs _____ Award Size Group ____ S ____ M ____ L

Contact Name _____

Email _____ Phone _____

Address _____

City

State

Zip

Region _____ State _____

State Awards Chairman _____

Email _____ Phone _____

Address _____

City

State

Zip

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

Beginning date _____ Expected completion date _____ OR ____ Ongoing

ATTACH completed application. Unless noted in specific award description, all applications are limited to 3, single sided pages. (Plus this cover sheet.) No report covers, notebooks, etc. allowed. Follow descriptors on Scoring Sheet to prepare an accurate, complete report.

All applications are to be **submitted electronically** unless otherwise noted in award description. **Send to your State Awards Chairman by the due date they request.** Only awards submitted through State Chairmen will be accepted.

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

NGC FLOWER SHOW ACHIEVEMENT AWARD APPLICATION

Sponsoring organization must submit two copies of this Application Form by the deadline established by its State. One form must be permanently attached to the inside front cover of the Book of Evidence. Second form must be secured with a paper clip to the booklet cover.

By January 15th, State Awards Chairman must submit all Books of Evidence* scoring 95+ to the NGC Flower Show Achievement Awards Chairman:

Frances Thrash 2109 Cocoa Circle, Virginia Beach, VA 23454-2213

*Book of Evidence will not be returned to applicant unless a postage-paid self-addressed mailer is included when sent on to the NGC FS Achievement Awards Chairman.

Date of Flower Show _____ Date of Application _____

Title of NGC Flower Show _____

Name of Sponsoring organization _____

Name of State Garden Club _____

Applicant's contact information (individual representing organization)

Name _____

Address _____ ZIP _____

Phone _____ E-mail _____

Signature of State Awards Chairman _____

Signature of State President _____

Name of Award _____, # of Award _____, # of members/clubs _____

SUMMARY OF AWARDS AVAILABLE**

Award Name	Award #	# Members/Clubs	Award Name	Award #	# Members/Clubs
Club Standard FS	FS 1 A	<21 members	Near Club Standard FS	FS 9	2+ Clubs (near by)
	FS 1 B	1-49 members	Council Standard FS	FS 10 A	3+ Clubs
	FS 1 C	50-99 members	Judges Council Standard	FS 10 B	1+ Judges Council/s
	FS 1 D	100+ members	District/Region Standard	FS 11 A	≤ 15 Clubs
Holiday Standard FS	FS 2 A	1 Club		FS 11 B	≥ 16 Clubs
	FS 2 B	≥ 2 Clubs	State Flower Show	FS 12 A	≤ 100 Clubs
Patriotic Standard FS	FS 3 A	1 Club		FS 12 B	≥ 100 Clubs
	FS 3 B	≥ 2 Clubs	Youth FS	FS 13 A	1 Youth Club/Group
Petite Standard FS	FS 4 A	1 Club		FS 13 B	> Youth Clubs/Groups
	FS 4 B	≥ 2 Clubs	Youth Participation	FS 13 C	Division of Adult FS
Club Small Standard FS	FS 5 A	< 21 Members	Plant Society Show	FS 14	Affiliated with NGC
	FS 5 B	21-49 Members	Horticulture Specialty FS	FS 15 A	1 Club
	FS 5 C	50-99 Members		FS 15 B	≥ 2 Clubs
Holiday Small Standard FS	FS 6	1 Club < 100 members		FS 15 C	Coun., Dist., State, Region
Patriotic Small Standard FS	FS 7	1 Club < 100 members	Design Specialty FS	FS 16 A	1 Club
Petite Small Standard FS	FS 8	1 Club < 100 members		FS 16 B	≥ 2 Clubs
** Additional information on www.gardenclub.org Awards				FS 16 C	Coun., Dist., State, Region

IA Flower Show Awards, see www.comaai.org

NGC FLOWER SHOW ACHIEVEMENT AWARD SHOW DATA FORM

TO BE COMPLETED AND PLACED IN THE BOOK OF EVIDENCE JUST AFTER THE SHOW DESCRIPTION

Title of NGC Flower Show _____

Name of Award _____ Award # _____ State Garden Club _____

- I. List of sponsoring clubs and/or organizations. (If more space is needed, list additional names on reverse side of this form.)

II. Number of club members in sponsoring organization/s _____

III. Number of participating members _____

IV. Percentage of participating club members _____

V. Total number of exhibits in each Division as applicable for the type of show:

Horticulture Division _____ Design Division _____ *Education Division _____

**Youth/Sponsored Groups Division _____ **Botanical Arts Division _____

*To be eligible to apply for an NGC Flower Show Achievement Award, the flower show MUST include one or more Educational Exhibit/s.

**May also include Sections from the two optional Divisions according to the size of the sponsoring organization. (See NGC website: www.gardenclubs.org Flower Show Achievement Awards for specific requirements.)

VI. NGC Top Exhibitor Awards offered in each Division. Note if any awards were withheld.

Horticulture Division _____

Design Division _____

Education Division _____

Youth/Sponsored Groups _____

Botanical Arts Division _____

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



NGC Award of Excellence Application Cover Sheet

AWARDS FORM 2
Fillable PDF on the NGC
FORMS web page.

State Garden Club _____
President _____
Email _____ Phone _____
Address _____

City State Zip

Award of Excellence for Non-Member # SR-1

Name of Nominee (Individual Non-member, Organization, or Institution)

Address _____

City State Zip
Email _____ Phone _____
If Organization or Institution, Name of Contact Person _____
Email _____ Phone _____

Award of Excellence for State Garden Club #SR-2

Check one: ☐ a. Membership up to 999 ☐ c. Membership from 3,000 – 7,999
☐ b. Membership from 1,000-2,999 ☐ d. Membership over 8,000

Award of Excellence for Region #SR-3 (second year of administration only)

Region _____
Director _____
Email _____ Phone _____
Address _____

City State Zip

ATTACH completed application. All Award of Excellence applications are limited to 5, single sided pages. (Plus this cover sheet for 6 total pages.)

All applications are to be **submitted electronically (preferred) or by mail.** Send to your State Awards Chairman by the requested due date. Only awards submitted through State Chairmen will be accepted.



Central Atlantic Region of State Garden Clubs

AWARDS APPLICATION 2021-2023

Award Name: _____ Award Number (if applicable) _____

Submitted by: _____ Number of Members in Club: _____
(Enter name exactly as it should appear on any award received.)

Name of State Garden Club: _____ Number in State Garden Club: _____

State Awards Chairman: _____ Phone: _____ Email: _____

CAR Awards Chairman: _____ Phone: _____ Email: _____

Any club or member affiliated with CAR-SGC may apply for an award from the region, even if that award category is not included in the options for your state awards. You may use this application to apply for a CAR-SGC award but your application MUST be submitted to your state award chairman. Your application will not be considered for a region award unless it is submitted by your state award chairman to the CAR-SGC award chairman that is designated in the description for that award.

State awards chairmen must send all CAR-SGC award applications to the designated chairman for the award, as listed in the Awards Rules.

CAR-SGC award applications are limited to this form as a cover sheet and three printed pages, front of pages only. (No report cover or binders allowed, no plastic sheets are allowed.)

PLEASE complete each topic, if applicable. Use numbering as below when completing form.

1. New Project: YES ☐ NO ☐ Beginning date: _____ Completion date: _____
2. Brief summary and objectives of project
3. Involvement of club members, other organizations, etc.
4. Project expenses and means of funding.
5. Continuing involvement, follow-up, maintenance
6. Attach or insert photos, digital photos and/or landscape plan (does not need to be professionally drawn).

Application form will not be returned. (Exception: For publicity press books, please include a self-addressed stamped envelope for return.)

DEADLINES:

1. January 15 — National Awards with Region Judging (currently only the Member of Honor Award)
2. February 1 — Youth Poetry, Youth Sculpture and Smokey Bear/Woodsy Owl posters
3. March 1 — High School Essay
4. April 1 — All other award applications

PREPARING A WINNING FLOWER SHOW BOOK OF EVIDENCE

1. LABEL ON COVER OF BOOK OF EVIDENCE MUST GIVE STATE AWARD NAME AND STATE NUMBER OF AWARD.
2. TWO STATE AWARD APPLICATIONS MUST BE CLIPPED IN FRONT OF THE BOOK.
3. "TITLE PAGE" MUST INCLUDE STATE AWARD NAME AND STATE AWARD NUMBER.
4. IN THE ENVELOPE, GLUED TO THE BACK COVER OF THE BOOK, INCLUDE:
 - A. A LABEL WITH NATIONAL NAME AND AWARD NUMBER, ALSO INCLUDE NAME AND ADDRESS OF CLUB AND "NEW YORK STATE."
 - B. TWO NATIONAL AWARD APPLICATIONS
 - C. A TITLE PAGE WHICH INCLUDES THE NATIONAL AWARD NAME AND AWARD NUMBER. IF THE BOOK SCORES OVER 95 POINTS IN THE STATE COMPETITION, THE STATE FLOWER SHOW AWARDS CHAIR WILL REMOVE THE STATE LABEL, STATE APPLICATIONS, AND THE STATE TITLE PAGE AND REPLACE THEM WITH THE NATIONAL LABEL, APPLICATIONS, AND NATIONAL TITLE PAGE FROM THE ENVELOPE IN THE BACK OF THE BOOK.
5. THE BOOK OF EVIDENCE MUST INCLUDE TITLE PAGE, TABLE OF CONTENTS, AND ALL PAGES MUST BE NUMBERED.
6. THE "SHOW DESCRIPTION" MUST FOLLOW THE TITLE PAGE, THEN THE "SHOW DATA" MUST FOLLOW THE SHOW DESCRIPTION..DO NOT REVERSE THIS ORDER OF PAGES!!
7. ALL PICTURES SHOULD BE LABELED, WITH SOME SHOWING THE "THEME" STAGING.
8. ALL TOP NATIONAL AWARD WINNERS ARE TO BE PHOTOGRAPHED AND PICTURES SHOULD BE LABELED AS TO SECTION, CLASS, AND IN THE HORTICULTURE DIVISION, THE COMPLETE NAME OF THE EXHIBIT, NOT JUST "LILLY" OR "NEEDED EVERGREEN".
9. NEATNESS COUNTS.....NO RAGGED CUT EDGES, SLOPPY PICTURE PLACEMENT ON PAGE, NO CROWDING, AND PLEASE USE A PASTE OR GLUE THAT WILL NOT WRINKLE THE PAGES OR THE PLASTIC PAGE COVERS.

IF YOU HAVE ANY QUESTIONS, ASK YOUR DISTRICT AWARDS CHAIR FOR HELP. YOU SHOULD BE TALKING TO HER AT LEAST SIX WEEKS BEFORE YOUR SHOW TO GIVE HER THE NAMES OF YOUR JUDGES, AND YOUR INTENTIONS TO GO FOR AN AWARD.

