



CLUB COMMUNITY SERVICE AWARD

\$100.00 awarded to the top 3 reports



Deadline date: August 1

Awards will be presented at the WAHCE State Conference

WAHCE MISSION STATEMENT

HCE offers opportunities for;

- Learning in a social setting
- Sharing what we learn
- Caring to make a difference in our homes, communities, and the world.

PURPOSE OF THE CLUB COMMUNITY SERVICE AWARD

- To encourage counties and clubs to be involved in volunteering and providing services that benefit or involve their local community.
- To provide awareness and understanding of HCE by participating in volunteer services to their local community.

GUIDELINES

Awards are given to clubs and/or counties whose project/program best supports the WAHCE Mission Statement and offers service to the local community, makes a difference within the community and involves HCE member participation.

Club project/program must **not** be the same as the countywide project/program for Stitches of Love, Services of Love or Educational Program.

Clubs cannot submit the same project/program more than **once**. Portions of the winning entry may be published in UPDATE.

PROCEDURES

Complete the application information, write a **short** PARAGRAPH summarizing your project/program, answer **ALL** of the questions and include supporting materials which illustrate and enhance the report, i.e., photos, brochures, news or social media articles.

- Report should be on 8½" x 11" paper, 10 pages maximum, 1 side only, 12 pitch font, and enclosed in a report cover.
- *Answer the questions on the Benefits of Program/Project and place at the end of the report. **This page is not counted.***
- Club books should be given to the County President. If there is more than one submission, the County President should have the books judged. Suggestions for a judge may be a colleague in your county Extension Office. Only **one book** from each county may be submitted to WAHCE for competition in this award program.
- Reports will be judged using the Club Community Service Award Judging Sheet.
- Mail the completed report by 1st Class Mail postmarked no later than August 1 to: Donna Zarovy, Vice President of Program 6207 203rd Avenue, Bristol, WI 53104.



CLUB COMMUNITY SERVICE AWARD APPLICATION



On 8½" x 11" paper, retype in 12 pitch font (or download this sheet) to provide the information and answer the questions.

Name of Club: _____

County: _____ # of Club Members _____

Person submitting the application:

Name: _____

Address: _____

City & Zip: _____

Telephone: _____ E-mail _____

Write a short summary of your program/project. Please include any photos, brochures, etc., which may enhance the explanation of your project.

In addition, answer the following questions in the order given:

1. What was your goal?
2. How did the project reflect the WAHCE Mission Statement?
3. Who was your target audience?
4. How many club members participated in the program/project?
5. Did someone serve in a leadership role or did you work as a team?
6. Approximately how many hours were donated by your club? Did you receive help from non-club members?
7. How many people were reached? (answer only one of the questions):
If an item was made, how many and estimate value. Who received the items?
OR
If a program was given, how many HCE and non-members were present?
8. Did you do any advertising including social media? Did you receive any publicity? (Include copies if you have them including photos, social media posts and brochures.)
9. What is your final evaluation of the program/project?
 - Explain how it was successful in reaching your goal?
 - Were members satisfied with the results?
 - Include any feedback from the targeted audience.
10. How did it enhance awareness and understanding of HCE?



**CLUB COMMUNITY SERVICE AWARD
JUDGING SHEET
TO BE COMPLETED BY JUDGE(S)**



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PURPOSE

To recognize clubs for providing volunteer services that benefit or involve local communities to help them and enhance recognition and understanding of HCE and its mission.

GUIDELINES AND PROCEDURES = up to 4 possible points

Points
Awarded

- _____ Information, questions, and supporting materials are complete.
- _____ Report is enclosed in a report cover (not a notebook), typed in 12 pitch font, on 8½" x 11" sheets of paper, and no more than 10 pages, including photos, and other attachments.

**BENEFITS OF PROGRAM/PROJECT TO COMMUNITY = 24 possible points –
Up to 3 points per item.**

- _____ Was the goal of the project explained.
- _____ Was there an explanation of how the project promoted the mission statement of WAHCE.
- _____ Number of club members that participated in program/project. (_____ number)
- _____ Approximate hours donated by club _____. Non-members _____
- _____ How many people were reached? (Answer only **one** of the questions):
 - a. If an item was made, how many? _____ Value of donated items _____
 - OR
 - b. If a program was given, how many HCE and non-members were present?
_____ HCE _____ Non-members
- _____ If the project was promoted, was there an explanation of how it was promoted. Were copies of articles, brochures and/or photos included.
- _____ The program/project received local and/or county publicity.
- _____ Was the final evaluation of the program/project included.

BENEFITS TO HCE = 6 POSSIBLE POINTS

- _____ The program/project was well planned and organized.
- _____ Providing the service brought awareness and publicity for HCE.

TOTAL POSSIBLE POINTS = 34

For Your Reference Only
Please Do NOT include this page in your report.