



Go Green -- Plant America

NGC Awards Handbook

2023-2025

NGC Awards Handbook

2023-2025

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## Go Green -- Plant America

Dear Garden Club Members:

This handbook has been prepared to provide information that makes submitting award applications easy, answers questions, and serves as a resource for all members. The committee members, your state awards chairman, and I are available for questions and support at all times.

Keep your award handbook close by and use it frequently when preparing applications. Included are a number of resources to make it easier for you to apply for awards. The rubrics to be used for scoring will be helpful in knowing what to include in your application. The FORMS section of the NGC website has fillable forms available for completion and printing.

As our gardening friends in Connecticut remind us, awards serve several purposes. Awards create pride through recognition. They encourage members to do more. Awards bring awareness of a club as an asset to the community and inspire others to pursue worthwhile projects. An active, award-winning club attracts new members.

Garden club projects are vital parts of our communities. The future of garden clubs is secured by the visible work that we do. Let's remember to showcase that work through applying for awards in recognition of the significance of our work.

**Diane J. Harbin**

**NGC Awards Chairman 2023-2025**

**[NgcAwards@gardenclub.org](mailto:NgcAwards@gardenclub.org)**

Please remember:

No individual, single member club, group of member clubs, Council, or Districts may make direct application to National Garden Clubs. All applications must come through your State Chairman and must include the appropriate NGC Application Cover Sheet. All Application Cover Sheets are posted in fillable format on the NGC website under FORMS.

## Introduction

The 2023-2025 NGC Awards Committee is pleased to bring this updated Awards Handbook to our membership. You will find just a few changes from the program presented during the last term. Response to that revised program was very positive and we are encouraged that members are more comfortable in applying for those well-deserved awards!

One of the changes to note for this term is that ALL applications will be sent electronically. Yes, even the Flower Show Books of Evidence! Working with the theme for this term of GO GREEN—PLANT AMERICA, our goal is to help our members achieve this ideal by submitting electronic entries rather than using up more of our natural resources. With all entries coming in electronic format, our judges will find a more equitable judging platform. The NGC website has a video on how to prepare and submit an electronic entry for those who are a bit uncomfortable with this process.

An important piece to remember when preparing your application is to refer to the criteria of the scoring rubric for your award. This will guide you in knowing what information to include in your entry and where to place the emphasis as you write. As before, most awards use the general scoring rubric, but be careful to refer to the correct rubric if you are entering in an area that has a specific rubric.

As you select the photos to include with your entry, please include one high-quality photo of the finished product. We would like to include a number of photos in the slide show highlighting the winning entries. Having high-quality photos to pull from will help us achieve that goal—especially if no people are in those photos! There is information on the NGC website to help you know what constitutes a high-quality photo. Just search for “quality photo” and become educated on this topic!

Our NGC clubs are active, vital parts of their communities, providing beauty and awareness of our natural world in many different ways. We look forward to presenting many awards to recognize the value of your work during the two years of this term!

## The Process

Review the **General Directions**. Follow those guidelines.



Use the **Chart of Awards** or online **Table of Awards** to decide which award is best for your entry. This tells you who is eligible to apply for that award and the items required.



Go to the **Award Description** for further details. On the NGC website, click on the name of the award category from the Table of Awards to go directly to that award's descriptive information.



After reviewing the description details, fill out the **Application Cover Sheet**. On the NGC website, click on "Application" in the right column to go directly to the cover sheet for that award. Download the blank Cover Sheet to your computer. Be sure to name it something you will remember and put it in a file where you can find it again! Open the new file and fill out each section of the Cover Sheet, using the tab key to move between sections. When it is complete, be sure to save your changes. MAC users open the form in Preview before completing.



Go back to the Award Description and look carefully at the **Scoring Rubric** to see what the judges will look for as they score your entry. Most awards use the General Scoring Rubric which you can find by clicking on the Scoring in the same box to the right of the award name. If your award has a specific Scoring Rubric, it will also be given immediately following the award description. Use this information to help you understand what you should include in your application.



Write your **Award Application**. Be sure to adhere to the page limit and use a clear, easily read font. Include photos when applicable. Insert the photos as you write to avoid the need for adding captions. If you need help with that, ask the Awards Co-Chairman. Ask someone else to read over the completed application for clarity and editing.



Send the Cover Sheet and Completed Application as indicated in your individual State guidelines by the due date required for your state.

**\*All forms in this handbook are posted on the NGC website in the FORMS section as fillable forms. Scoring Rubrics are also available on the website under the State and Regional Awards Chairmen tab.**

## General Information About Awards

The Awards Year is from January 1 through December 31.

Only National Garden Clubs, Inc. members and affiliates are eligible with the exception of applicants for the following:

- Award of Excellence for Non-Members
- High School Distinguished Service Project

All applications must include an NGC Application Cover Sheet and are sent to your State Awards Chairmen who will set due dates for them.

All applications with photos of people, including Youth under age 18, MUST have a signed Publications Release Form for each person involved on file at NGC Headquarters.

See FORMS section  
on NGC website.

Judges will not open hyperlinks embedded in any application with the exception of Membership Advancement & Education awards 1 (Membership Awareness), 2 (Social Media/Website), and 3 (Digital Presentation).

All applications will be sent electronically. Electronic applications must be in PDF (preferred) or WORD format.

If a project is eligible for various awards, do not submit an exact duplication of the application.

The General Scoring Rubric will be used for scoring unless otherwise indicated in award description.

The following Certificates will be awarded:

- Certificate of Merit - overall winner
- Certificate of Commendation - runners up
- Certificate of Appreciation - other award submissions received by NGC

Award size groups are:

	<b>Clubs</b>	<b>States</b>
<b>Small</b>	1- 20 members	1 – 55 clubs
<b>Medium</b>	21 – 50 members	56 - 149 clubs
<b>Large</b>	51 + members	150 + clubs

### Questions

Diane J. Harbin, Awards Chairman  
[NgcAwards@gardenclub.org](mailto:NgcAwards@gardenclub.org)  
706-346-6510

Marilyn McDonnell, Awards Co-Chairman  
[Mmcdonnell@gardenclub.org](mailto:Mmcdonnell@gardenclub.org)  
706-495-2416

## State and Regional Chairmen Information

All applications and State Chairman reports are due to the NGC Awards Chairman, or designated chairman by January 25. You are highly encouraged to use the Scoring Rubrics in your state judging to improve consistency in judging.

Diane J. Harbin, NGC Awards Chairman  
[NgcAwards@gardenclub.org](mailto:NgcAwards@gardenclub.org)  
11 Ridgewood Rd. SW  
Rome, GA 30165-4200

### Due Date Exceptions:

- FD-1 Calendar Arranger of the Year due by August 15.
- SR 1, SR 2, SR 3 Award of Excellence due by December 15.
- Flower Show Achievement Awards due by January 15.

### Where to send specific applications:

- FD-1 Calendar Arranger of the Year  
Nancy Voyles  
[ngcvob@gmail.com](mailto:ngcvob@gmail.com)  
2926 Hwy 75  
Parkin, AR 72373-9058
- All Flower Show Achievement Award Applications  
Vera Bowen  
[VeraBowen9092@gmail.com](mailto:VeraBowen9092@gmail.com)
- SR-1, SR-2, SR-3 Award of Excellence  
Gerianne Holzman  
[gholzman@gardenclub.org](mailto:gholzman@gardenclub.org)
- All Youth Awards  
Tricia Mitchell  
[trcamitchell@aol.com](mailto:trcamitchell@aol.com)
- Regional Member of Honor  
To the Individual designated by your Region  
\*Regional Awards Chairmen will submit winning entry to the NGC Awards Chairman by January 25.

The State Chairman Report, due January 25, is provided on the NGC Awards FORMS web page. This report details the total number of applications received for each award and the number forwarded to NGC. This data collection is necessary to guide future Awards Committee decisions.

## Chart of Awards

Who is eligible to apply?

Electronic Submission  
Requirements:

<b>COMMUNITY ENHANCEMENTS</b>	Who is eligible to apply?							Electronic Submission Requirements:			
	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Application	Copy/copies of Publication	Book of Evidence	Other
CE 1 Community Gardens	X	X						X			
CE 2 Permanent Community Improvements	X	X						X			
CE 3 Food Bank Donations	X	X						X			
CE 4 Roadside Plantings	X	X	X					X			
CE 5 Beautification Project	X	X						X			
CE 6 Community Project with Native Plants/Wildflowers	X	X	X					X			
CE 7 Blue Star/Gold Star Marker Landscaping	X	X	X					X			
CE 8 Landscaping of Public/Religious Grounds	X	X		X				X			
CE 9 Landscaping of Historic Areas	X	X	X					X			

Who is eligible to apply?

Electronic Submission  
Requirements:

<b>ENVIRONMENT &amp; CONSERVATION</b>	Who is eligible to apply?							Electronic Submission Requirements:			
	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Application	Copy/copies of Publication	Book of Evidence	Other
EC 1 Conservation Activities	X	X						X			
EC 2 Conservation Education	X	X						X			
EC 3 Wildlife Survival	X	X						X			
EC 4 Water	X	X	X					X			
EC 5 Native Plants & Wildflowers Venue	X	X						X			
EC 6 Organic Practices	X	X	X					X			



Who is eligible to apply?

Electronic Submission Requirements:

<b>FLORAL DESIGN</b>	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Application	Copy/copies of Publication	Book of Evidence	Other
	<b>FD 1 Calendar Arranger of the Year</b>				X		X		X		
<b>FD 2 Floral Design Program</b>	X	X	X	X				X			

Who is eligible to apply?

Electronic Submission Requirements:

<b>FLOWER SHOW ACHIEVEMENT</b>	Garden Club	Group of Clubs/ Council	State	Region	National Affiliate	*IA	Application	Copy/copies of Publication	Book of Evidence	Other
	<b>FS 1 Club Standard Show</b>	X						X		X
<b>FS 2 Holiday Standard Show</b>	X	X				X	X		X	X
<b>FS 3 Patriotic Standard Show</b>	X	X					X		X	X
<b>FS 4 Petite Standard Show</b>	X	X				X	X		X	X
<b>FS 5 Club Small Standard Show</b>	X						X		X	X
<b>FS 6 Holiday Small Standard Show</b>	X						X		X	X
<b>FS 7 Patriotic Small Standard Show</b>	X						X		X	X
<b>FS 8 Petite Small Standard Show</b>	X					X	X		X	X
<b>FS 9 Near-Club Standard Show</b>		X					X		X	X
<b>FS 10 Council Standard Show</b>		X					X		X	X
<b>FS 11 District/Region Standard Show</b>		District		X			X		X	X
<b>FS 12 State Flower Show</b>			X				X		X	X
<b>FS 13 Youth Flower Show</b>	X						X		X	X
<b>FS 14 Plant Society Show</b>					X		X		X	X
<b>FS 15 Horticulture Specialty Show</b>	X	X	X	X			X		X	X
<b>FS 16 Design Specialty Show</b>	X	X	X	X		X	X		X	X

\*IA have additional Flower Show Awards as well as Virtual Flower Show Awards. See COMAAI.org website.

Who is eligible to apply?

Electronic Submission Requirements:

<b>GARDENS</b>	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Electronic Submission Requirements:			
								Application	Copy/copies of Publication	Book of Evidence	Other
<b>G 1 Container Gardens</b>	X			X		X		X			
<b>G 2 Edible Gardens</b>	X	X		X		X		X			
<b>G 3 Therapy Gardens</b>	X	X	X	X				X			
<b>G 4 Public Wildlife Gardens</b>	X							X			

Who is eligible to apply?

Electronic Submission Requirements:

<b>MEMBERSHIP ADVANCEMENT &amp; EDUCATION</b>	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Electronic Submission Requirements:			
								Application	Copy/copies of Publication	Book of Evidence	Other
<b>MAE 1 Membership Awareness</b>	X	X	X					X	X*		
<b>MAE 2 Social Media/Website</b>	X	X	X					X			
<b>MAE 3 Digital Media Presentation</b>	X	X	X		X			X			X
<b>MAE 4 Publications</b>	X	X	X		X	X		X	X		
<b>MAE 5 National Garden Week</b>	X	X	X					X			
<b>MAE 6 Membership Increase</b>	Data from NGC; No Application Accepted										
<b>MAE 7 Life Memberships</b>	Data from NGC; No Application Accepted										

\*IF APPLICABLE

Who is eligible to apply?

Electronic Submission Requirements:

<b>SERVICE &amp; RECOGNITION</b>	Garden Club	Group of Clubs	State	Region	Individual Member	National Affiliate	IA	Non-member	Electronic Submission Requirements:			
									Application	Copy/copies of Publication	Book of Evidence	Other
<b>SR 1 Award of Excellence for Non-Members</b>								X	X			
<b>SR 2 Award of Excellence for States</b>			X						X			
<b>SR 3 Award of Excellence for Regions</b>				X					X			
<b>SR 4 Member Award of Honor</b>					X				X	X		

<b>SR 4 Citation for Distinguished Service as NGC President</b>	Determined by NGC Board
<b>SR 5 Presidential Citation</b>	Determined by NGC President
<b>SR 6 NGC Award for Major Non-Standard Flower Shows</b>	Ordered from NGC Headquarters six months prior to show date.
<b>SR 7 Award of Distinguished Service</b>	Award Certificate #5234 may be purchased from NGC Headquarters Member Services

Who is eligible to apply?

Electronic Submission Requirements:

<b>YOUTH WORK</b>	Garden Club	Group of Clubs	State	Individual Member	National Affiliate	IA	Non-member	Application	Copy/copies of Publication	Book of Evidence	Other
<b>YW 1 Youth Garden Club Outstanding Sponsor</b>	X							X			
<b>YW 2 Horticulture Activity for Youth Garden Club</b>	X							X			
<b>YW 3 Outdoor Planting with Youth Garden Club</b>	X							X			
<b>YW 4 Environmental Activity with Youth Garden Club</b>	X							X			
<b>YW 5 Junior Garden Club Wildlife Gardening Education Project</b>	X							X			
<b>YW 6 High School Garden Club Outstanding Sponsor</b>	X							X			
<b>YW 7 High School Distinguished Service Project</b>							X	X			
<b>YW 8 Horticulture Education for Youth</b>	X							X			
<b>YW 9 Environmental Education Project with Youth</b>	X							X			
<b>YW 10 Individual Outstanding Service to Youth</b>				X				X			

**NGC Awards Program  
 General Scoring Rubric**

Maximum Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **65 Total** \_\_\_\_\_

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

**Participation** **15 Total** \_\_\_\_\_

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

**Documentation** **15 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	5	
Landscape plan when applicable (give full credit if not applicable)	5	
Financial details	5	

**100 Total** \_\_\_\_\_

## COMMUNITY ENHANCEMENTS

### CE-1 COMMUNITY GARDENS

Best in Group: Certificate of Merit + \$100 sponsored by the Garden Club of North Carolina

Given for the most outstanding community or religious garden project that provides green space, and/or opportunities for social gatherings, meditation, beautification, education, recreation, or the growing of food.

<b>A – Establishment of a new community or religious garden</b>	<b>B – Continuing participation in a community or religious garden</b>
1. Garden Club: Small Medium Large 2. Group of Clubs, Council, District	1. Garden Club: Small Medium Large 2. Group of Clubs, Council, District
<b>C – Establishment of a new community or religious garden while partnering with another organization.</b>	<b>D – Continuing participation in a community or religious garden while partnering with another organization.</b>

### CE-2 PERMANENT COMMUNITY IMPROVEMENTS

Best in Group: Certificate of Merit + \$100 sponsored by Michigan Garden Clubs, Inc.

Given for the most distinguished civic or conservation work furthering NGC objectives and making a permanent improvement for public benefit, e.g., establishing sanctuaries, children’s gardens, municipal gardens, etc. No commercial projects are eligible.

1. Garden Club: Small Medium Large 2. Group of Clubs, Council, District
---

**CE-3 FOOD BANK DONATIONS**

Best in Group: Certificate of Merit + \$100 sponsored by Charlotte (NC) Council of Garden Clubs

Given for the largest donation of freshly grown food to a food bank, pantry or other organization providing food to those in need in a community.

A – Donated produce grown by club members.	B – Donated produce from a community garden with which the club is involved.
1. Garden Club: Small Medium Large 2. Group of Clubs, Council, District	1. Garden Club: Small Medium Large 2. Group of Clubs, Council, District

**CE-3 Specific Scoring Rubric**

	Maximum Points	
<b>Presentation</b>	<b>5 Total</b> _____	
Cover sheet included with all sections completed	2	
Application adheres to 3 single page limit unless other size specified in award description	2	
Application neat and concise	1	
<b>Achievement</b>	<b>65 Total</b> _____	
Scope of Project	10	
Need and Fulfillment	15	
Benefit	15	
Activities to attain goals	10	
Planning	5	
Verification from recipient of quantity received	10	
<b>Participation</b>	<b>15 Total</b> _____	
% of member participation (may include any type of support given)	12	
Involvement of others (community, government agencies, professionals, youth, facility residents, others)	3	
<b>Documentation</b>	<b>15 Total</b> _____	
Clear photos when applicable, labeled as needed	5	
Garden plan when applicable (give full credit if not applicable)	5	
Financial details	5	
	<b>100 Total</b> _____	

**CE-4 ROADSIDE PLANTINGS**

Best in Group A: Certificate of Merit + \$100 sponsored by California Garden Clubs, Inc.

Best in Group B: Certificate of Merit + monetary award up to \$1000

Given for outstanding, permanent roadside beautification. The project may be continuous but must have an advanced degree of completion prior to making application. This award may be given only once for the same project. Projects designed for environmental preservation and enhancement using wildflowers and native plants may be awarded a higher monetary value. These projects may be awarded more than once, but not in consecutive years. Projects may be sited on rural byways, urban highways, roadside rest areas, entrances to towns, medians, etc.

A – Permanent roadside beautification	B – Roadside beautification designed for environmental preservation and enhancement using wildflowers and native plants
<ol style="list-style-type: none"> <li>1. Garden Club: Small Medium Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: Small Medium Large</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club: Small Medium Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: Small Medium Large</li> </ol>

**CE-5 BEAUTIFICATION PROJECT**

Best in Group: A Certificate of Merit + \$100 sponsored by The Garden Club of South Carolina, Inc.

Given for the most outstanding beautification project in a city, town, or neighborhood done on a continuous basis or as a special one-time event. Habitat for Humanity Projects as well as Decoration of Historic Buildings ay be included.

A – Special, one-time event	B – Continuing Project
<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> </ol>

**CE-6 COMMUNITY PROJECT WITH NATIVE PLANTS/WILDFLOWERS**

Best in Group: Certificate of Merit + monetary award up to \$1000

Given for establishing wildflower gardens, memorial gardens, or the restoration of historic gardens with emphasis on plant material native to your region. This award will not be given to the same project in two consecutive years.

- 1. Garden Club:
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District
- 3. State Garden Club:
  - Small
  - Medium
  - Large

**CE-7 BLUE STAR/GOLD STAR MARKER LANDSCAPING**

Best in Group: Certificate of Merit + \$100 sponsored by The Federated Garden Clubs of New York State, Inc.

Given for the most outstanding Blue Star Marker or Gold Star Marker landscape project. The marker may be part of a highway department rest area maintained by the department. The project may have been continuous, but major landscaping must have been completed within the previous two years. The project may be a replacement of a destroyed or long-neglected marker.

- 1. Garden Club:
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District
- 3. State Garden Club:
  - Small
  - Medium
  - Large



**CE-8 LANDSCAPING OF PUBLIC OR RELIGIOUS GROUNDS**

Best in Group: Certificate of Merit + \$100 sponsored by Nancy Voyles

Given for the most significant contribution in designing a landscape plan, planning the project, and carrying out the plan.

A – Public or commercial property i.e., hospital, library, civic center, park, waterfront, etc.	B – Religious grounds meeting the needs of the congregation
1. Garden Club (NGC or IA): Small Medium Large	1. Garden Club (NGC or IA): Small Medium Large 2. Group of Clubs, Council, District (NGC or IA) 3. Individual garden club member (NGC or IA)

**CE-9 LANDSCAPING OF HISTORIC AREAS**

Best in Group: Certificate of Merit + \$100

Given for the most outstanding historic preservation project. This includes restorations of parks as well as restoration of a building and/or grounds of importance to local, state, or national heritage.

- |  |
|--|
| 1. Garden Club:<br>Small<br>Medium<br>Large<br>2. Group of Clubs, Council, District<br>3. State Garden Club:<br>Small<br>Medium<br>Large |
|--|

## ENVIRONMENT AND CONSERVATION

### EC-1 CONSERVATION ACTIVITIES

Best in Group: Certificate of Merit + \$100 sponsored by National Capital Area Garden Clubs, Inc.

Given to those conservation activities deemed overall excellent and well-balanced. Includes activities such as conservation education, legislative activities, conservation field projects, natural resource development such as watershed, erosion control, reforestation, wildlife refuge, etc.

1. Garden Club:
  - Small
  - Medium
  - Large
2. Group of Clubs, Council, District
3. State Garden Club:
  - Small
  - Medium
  - Large
4. Individual club member

### EC-2 CONSERVATION EDUCATION

Best in Group: Certificate of Merit + \$100 sponsored by The Federated Garden Clubs of Maryland, Inc.

Given for the most comprehensive work and/or study in conservation education.

1. Garden Club (NGC or IA):
  - Small
  - Medium
  - Large
2. Group of Clubs, Council, District (NGC or IA)
3. State Garden Club:
  - Small
  - Medium
  - Large
4. Individual club member (NGC or IA)

**EC-3 WILDLIFE SURVIVAL**

Best in Group: Certificate of Merit + \$100 sponsored by Kent Garden Club, Grand Rapids, MI

Given for the most comprehensive and effective project for pollinator, bird, or wildlife protection and welfare. This may include habitats or gardens specific to the natural population being supported, sanctuaries, migratory routes, public education project or program, legal and legislative activities, or other.

- 1. Garden Club:
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District
- 3. State Garden Club:
  - Small
  - Medium
  - Large

Please refer to the Scoring Rubric for EC 3 on the following page.

**EC 3 Specific Scoring Rubric**

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **40 Total** \_\_\_\_\_

Meets NGC Mission & Goals	3	
Scope of project defined	2	
Need identified	5	
Benefit to target (members/recipients/community/etc.)	6	
Accomplishment of goals	6	
Comprehensiveness of work	5	
Activities to attain goals explained	6	
Evaluation of goals reached	2	
Educational	2	
Prior Planning	2	
Very brief history if continuing project (give full credit if not a continuing project)	1	

**Participation** **15 Total** \_\_\_\_\_

% of member participation (may include any type of support given)	15	
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**Community Involvement** **30 Total** \_\_\_\_\_

Involvement of others (community, government agencies, professionals, youth, facility residents, others)	30	
--	----	--

**Documentation (Photocopies permitted)** **10 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	4	
Landscape plan when applicable (give full credit if not applicable)	2	
Financial report	4	

**100 Total** \_\_\_\_\_

**EC-4 WATER**

Best in Group: Certificate of Merit + \$100 sponsored by the Garden Club Federation of Pennsylvania, Inc.

Given for the most outstanding project with an emphasis on water conservation and/or clean water.

- 1. Garden Club:
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District
- 3. State Garden Club:
  - Small
  - Medium
  - Large

**EC-5 NATIVE PLANTS AND WILDFLOWERS VENUE**

Best in Group: Certificate of Merit + monetary award up to \$1000

Given for the best establishment of outdoor classrooms, nature trails, wildflower walks, etc. with emphasis on wildflowers and native plants to expose and educate the public as to the importance of these plants to conservation and the environment. This award will not be given to the same project in two consecutive years.

- 1. Garden Club (NGC or IA):
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District (NGC or IA)
- 3. State Garden Club:
  - Small
  - Medium
  - Large

## EC-6 ORGANIC PRACTICES

Best in Group: Certificate of Merit + \$100 sponsored by Pat Rupiper

Given for the most outstanding project or educational activity emphasizing and employing the use of organic materials and methods in gardening.

1. Garden Club:
  - Small
  - Medium
  - Large
2. Group of Clubs, Council, District
3. State Garden Club:
  - Small
  - Medium
  - Large

## FLORAL DESIGN

### FD-1 CALENDAR ARRANGER OF THE YEAR

Best in Group: Certificate of Merit + \$100 for each category

Selected by the NGC Vision of Beauty Calendar Committee from digital photos submitted. Photos may be of any type of designs—traditional, contemporary, new trends, seasonal, holidays, etc. Photos must be submitted both digitally and in 5" x 7" glossy print.

Criteria for entries and entry form are in the current Vision of Beauty Calendar and on the NGC Website in the Forms Section.

NOTE DUE DATE OF AUGUST 15.

Link from NGC web page Awards Table to Entry Form and details.

A. Individual Flower Arranger of the Year.

B. International Affiliate Flower Arranger of the Year.

### FD-2 FLORAL DESIGN PROGRAM

Best in Group: Certificate of Merit + \$100 sponsored by Jeanne Nelson

Given for the most outstanding program or workshop (exclusive of NGC Schools and Symposiums) teaching floral design principles and techniques to club members and/or the public.

1. Garden Club (NGC or IA):
  - Small
  - Medium
  - Large
2. Group of Clubs, Council, District
3. State Garden Club:
  - Small
  - Medium
  - Large
4. Individual club member (NGC or IA)

Please refer to Scoring Rubric for FD 2 on the following page.

**FD 2 Specific Scoring Rubric**

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **65 Total** \_\_\_\_\_

Detailed description of program presented	25	
Location, date and time given	5	
Attendance	5	
Research and preparation for program	20	
Materials used/provided	5	
Other relevant information	5	

**Participation** **15 Total** \_\_\_\_\_

Size of club	4	
Involvement of members (may include any type of support given)	8	
Involvement of others (community, government agencies, professionals, youth, facility residents, others)	3	

**Documentation (Photocopies permitted)** **15 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	7	
Supporting data	3	
Financial details	5	

**100 Total** \_\_\_\_\_



Flower Show  
Achievement Award  
Application, Details,  
and all other  
required forms are  
in the FORMS  
section of the NGC  
website.

## FLOWER SHOW ACHIEVEMENT AWARDS

Requirements for each award in this section are detailed in the Flower Show Achievement Awards Details located on the NGC website. Please refer to those resources for complete application information.

A-D refer to club size.

### FS-1 CLUB STANDARD SHOW -

A – < 21 members	B – 21-49 members
C – 50-99 members	D – 100+ members

### FS-2 HOLIDAY STANDARD SHOW

A – 1 club (NGC or IA)	B – $\geq$ 2 clubs (NGC or IA)
------------------------	--------------------------------

### FS-3 PATRIOTIC STANDARD SHOW

A – 1 club	B – $\geq$ 2 clubs
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### FS-4 PETITE STANDARD SHOW

A – 1 club (NGC or IA)	B – $\geq$ 2 clubs (NGC or IA)
------------------------	--------------------------------

### FS-5 CLUB SMALL STANDARD SHOW

A – < 21 members	B – 21-49 members
C – 50-99 members	

### FS-6 HOLIDAY SMALL STANDARD SHOW

1 club < 100 members
----------------------

### FS-7 PATRIOTIC SMALL STANDARD SHOW

1 club < 100 members
----------------------

### FS-8 PETITE SMALL STANDARD SHOW

1 club < 100 members (NGC or IA)
----------------------------------

**FS-9 NEAR-CLUB STANDARD SHOW**

2 + clubs (nearby)
--------------------

**FS-10 COUNCIL STANDARD SHOW**

A - 3 + clubs
---------------

B - 1 + Judges Council/s
--------------------------

**FS-11 DISTRICT/REGION STANDARD SHOW**

A - $\leq$ 15 NGC clubs
-------------------------

B - $\geq$ 16 NGC Clubs
-------------------------

**FS-12 STATE FLOWER SHOW**

A - $\leq$ 100 clubs
----------------------

B - $>$ 100 clubs
-------------------

**FS-13 YOUTH FLOWER SHOW**

A - 1 Youth club/group
------------------------

B - $\geq$ 2 Youth clubs/groups
---------------------------------

C - Youth Division of Adult Flower Show
---

**FS-14 PLANT SOCIETY SHOW**

Affiliated with NGC
---------------------

**FS-15 HORTICULTURE SPECIALITY SHOW**

A - 1 club
------------

B - $\geq$ 2 clubs
--------------------

C - Country, District, State Region
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**FS-16 DESIGN SPECIALITY SHOW**

A - 1 club (NGC or IA)
------------------------

B - $\geq$ 2 clubs (NGC or IA)
--------------------------------

C - Country, District, State Region (NGC or IA)
---

# GARDENING

## G-1 CONTAINER GARDENING

Best in Group: Certificate of Merit + \$100

Given for the most outstanding container or containers of fruits, vegetables, herbs, flowers, or a combination thereof.

<p style="text-align: center;">A. Single Container grown by a member or club (NGC or IA).</p>	<p style="text-align: center;">B. Multiple Containers in one location grown by a member or club (NGC or IA).</p>
<p>1. Individual Member</p> <p>2. Garden Club:              Small              Medium              Large</p>	<p>1. Individual Member</p> <p>2. Garden Club:              Small              Medium              Large</p>

### G-1 Specific Scoring Rubric

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **90 Total** \_\_\_\_\_

Selection of Container	20	
Selection of Plants	20	
Unity of Container and Plants	30	
Includes consideration of design elements and principles	20	

**Documentation (Photocopies permitted)** **5 Total** \_\_\_\_\_

Clear, well-labeled, neatly attached plant list	3	
Supporting data (at least one photo required)	2	

**100 Total** \_\_\_\_\_

**G-2 EDIBLE GARDENING**

Best in Group: Certificate of Merit + \$100

Given for the most outstanding garden of edibles, fruits, vegetables, and/or edible flowers.

A. Garden of edibles grown by a member or club (NGC or IA).	B. Gardens incorporating edibles in an ornamental landscape grown by a member or club (NGC or IA).
1. Individual Member 2. Garden Club: Small Medium Large	1. Individual Member 2. Garden Club: Small Medium Large

**G-2 Specific Scoring Rubric**

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **90 Total** \_\_\_\_\_

Garden Plan	15	
Selection of plants	10	
Growth and maturity of plants	10	
Successful incorporation of edibles	15	
Successful production of edibles	20	
Overall health and attractiveness of garden	20	

**Documentation** (Photocopies permitted) **5 Total** \_\_\_\_\_

Supporting data clear, well labeled	2	
At least one photo	3	

**100 Total** \_\_\_\_\_

**G-3 THERAPY GARDENS**

Best in Group: Certificate of Merit + \$100

Given for the establishment or restoration of a garden or gardens to benefit the physically or learning challenged, residents in nursing homes, schools, prisons, low-income housing, cancer centers, etc. by an NGC or IA Club. Includes barrier-free gardens, accessible gardening, community gardens, meditation gardens at a hospital, etc. The goal of these gardens can also be to increase awareness or to give hope.

- 1. Garden Club (NGC or IA):
  - Small
  - Medium
  - Large
- 2. Group of Clubs, Council, District (NGC or IA)
- 3. Individual garden club member (NGC or IA)
- 4. State Garden Club:
  - Small
  - Medium
  - Large

**G-4 PUBLIC WILDLIFE GARDENS**

Best in Group: Certificate of Merit + \$100 sponsored by The Garden Club of Kentucky, Inc.

Given to the garden club establishing a wildlife garden or gardens at a public place or places, to include signage to educate the public on how to garden for wildlife and the benefits of doing so. Special attention should be given to securing publicity for the project.

- 1. Garden Club:
  - Small
  - Medium
  - Large

Please refer to Scoring Rubric for G 4 on the following page.

**G-4 Specific Scoring Rubric**

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **40 Total** \_\_\_\_\_

Meets NGC Mission & Goals	3	
Scope of project defined	2	
Need identified	5	
Benefit to target (members/recipients/community/etc.)	6	
Accomplishment of goals	6	
Comprehensiveness of work	5	
Activities to attain goals explained	6	
Evaluation of goals reached	2	
Educational	2	
Prior planning	2	
Very brief history if continuing project (give full credit if not a continuing project)	1	

**Participation** **15 Total** \_\_\_\_\_

% of member participation (may include any type of support given)	15	
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**Community Involvement** **30 Total** \_\_\_\_\_

Involvement of others (community, government agencies, professionals, youth, facility residents, others)	30	
--	----	--

**Documentation (Photocopies permitted)** **10 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	4	
Landscape plan when applicable (give full credit if not applicable)	2	
Financial details	4	

**100 Total** \_\_\_\_\_

## **INTERNATIONAL AFFILIATES**

Miembros afiliados internacionales, visitar al sitio web de [COMAAI.org](http://COMAAI.org) para ver los Premios, direcciones y formularios de la IA en español.

## MEMBERSHIP ADVANCEMENT & EDUCATION

### MAE-1 MEMBERSHIP AWARENESS

Best in Group: Certificate of Merit + \$100

Given for the most innovative activity, set of activities or most outstanding effort to increase public visibility, to increase club membership, or to make the public aware of the mission and activities of garden clubs. This includes publications such as membership brochures, leaflets, or other publications as well as publicity received.

Printed materials, materials for electronic publication and publicity may be attached electronically in their entirety to the application and are not counted as part of the 3-page limit.

- |  |
|--|
| <ol style="list-style-type: none"><li>1. Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li><li>2. Group of Clubs, Council, District</li><li>3. State Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li></ol> |
|--|

Please refer to the Scoring Rubric for MAE 1 on the following page.



**MAE-1 Specific Scoring Rubric**

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

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

**Achievement** **65 Total** \_\_\_\_\_

Innovative nature of activities and/or publication	20	
Quality of print/digital materials	7	
Quality of content	15	
Activities to attain goals	10	
Planning	5	
Execution of activities and/or publication	5	
Successful obtaining of publicity	3	

**Participation** **15 Total** \_\_\_\_\_

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

**Documentation (Photocopies permitted)** **15 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	5	
Landscape plan when applicable (give full credit if not applicable)	4	
Financial details	6	

**100 Total** \_\_\_\_\_

**MAE-2 SOCIAL MEDIA/WEBSITE**

Best in Each Group: Certificate of Merit + \$50 sponsored by The Garden Club of Georgia, Inc.

Given for the most outstanding website or social media page promoting the sponsoring organization and NGC objectives. At least a portion of the site/page must be available for viewing by the general public. Include website/media address, who maintains site, frequency of updates, and cost in the application. Ease of navigation will be considered while judging from the address given.

A – Website designed and managed by club members	B – Social media page designed and managed by club member/s
<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> <li>2. Group of Clubs, Council, District (NGC or IA)</li> <li>3. State Garden Club: Small Medium Large</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> <li>2. Group of Clubs, Council, District (NGC or IA)</li> <li>3. State Garden Club: Small Medium Large</li> </ol>

C – Website professionally designed	D – Social media page professionally designed
<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> <li>2. Group of Clubs, Council, District (NGC or IA)</li> <li>3. State Garden Club: Small Medium Large</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club (NGC or IA): Small Medium Large</li> <li>2. Group of Clubs, Council, District (NGC or IA)</li> <li>3. State Garden Club: Small Medium Large</li> </ol>

Please refer to the Scoring Rubric for MAE 2 on the following page.

## MAE 2 Specific Scoring Rubric

Maximum Total Points

### Presentation

**25 Total** \_\_\_\_\_

Design/Appearance attractive	8	
Design/Appearance engaging	8	
Design/Appearance easy to view	6	
Layout	3	

### Navigation

**35 Total** \_\_\_\_\_

Ease of navigation	10	
Navigation system (bar, map, etc.)	5	
Logical flow of pages	5	
Clear page headers	7	
Links active	8	

### Achievement

**20 Total** \_\_\_\_\_

Club/group information present	5	
Club/group information easy to find	5	
Educational	10	

### Promotion

**10 Total** \_\_\_\_\_

Promotes NGC objectives	10	
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### Maintenance

**10 Total** \_\_\_\_\_

Does it appear to be updated?	10	
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**100 Total** \_\_\_\_\_

## MAE-3 DIGITAL MEDIA PRESENTATION

Best in Group: Certificate of Merit + \$100 sponsored by The Garden Club of Georgia, Inc.

Given for the best presentation recorded and submitted on any type of digital media supporting any of the following NGC objectives: History/Archives, private or public Garden Tours, Flower Shows, Projects, Programs, or other.

MAE-3 continued

1. Garden Club (NGC or IA):
  - Small
  - Medium
  - Large
2. Group of Clubs, Council, District (NGC or IA)
3. State Garden Club:
  - Small
  - Medium
  - Large
4. National Affiliate (dues paid directly to NGC)

**MAE 3 Specific Scoring Rubric**

Maximum Total Points

**Presentation**

**60 Total** \_\_\_\_\_

Cover sheet included with all sections completed	2	
Application adheres to 3 single page limit unless other size specified in award description	2	
Design/appearance	8	
Audio quality	8	
Memorable content and delivery	8	
Creativity	6	
Clear images	6	
Concise information	7	
Easy to view	3	
Easy to comprehend	4	
Logical sequence	4	
Visual effects contribute rather than detract from message	2	

**Achievement**

**20 Total** \_\_\_\_\_

Overall impact (educational, inspiring, persuasive)	15	
Club/group information present and accurate	5	

**Promotion**

**20 Total** \_\_\_\_\_

Clear message	6	
Promotes NGC objectives	10	
Means of distribution	2	
Profits realized, if applicable	2	

**100 Total** \_\_\_\_\_

**MAE-4 PUBLICATIONS**

Best in each Group: Certificate of Merit

Given for the best publication in each group. Notices and flyers for one-time events do not apply. Submissions must be electronic.

Newsletters/Magazines/Bulletins distributed at least three-times per year under one editor or manager with ONE sample issue submitted with application.

Manual or Handbook supporting any of the NGC objectives, i.e., procedural, duties of officers, awards, etc.

Educational Publication promoting any NGC objective, i.e., design, environmental, landscape, gardening, horticulture, therapy, etc.

Other publications promoting any NGC objective.

A – One-two page newsletter	B – Newsletter/Magazine 3-12 pages
<ol style="list-style-type: none"> <li>1. Garden Club:     Small     Medium     Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club:     Small     Medium     Large</li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club:     Small     Medium     Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club:     Small     Medium     Large</li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>
C – Newsletter/Magazine/Bulletin 13-24 pages	D – Newsletter/Magazine Bulletin over 24 pages
<ol style="list-style-type: none"> <li>1. Garden Club:     Small     Medium     Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club:     Small     Medium     Large</li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club:     Small     Medium     Large</li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club:     Small     Medium     Large</li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>

E – Manuals/Handbooks	F – Educational
<ol style="list-style-type: none"> <li>1. Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>	<ol style="list-style-type: none"> <li>1. Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>

G – Other
<ol style="list-style-type: none"> <li>1. Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>4. National Affiliate (dues paid directly to NGC)</li> <li>5. International Affiliate</li> </ol>

Please refer to Scoring Rubric for MAE 4 on the following page.

## MAE 4 Specific Scoring Rubric

Maximum Total Points

**Presentation** **5 Total** \_\_\_\_\_

Cover sheet included with all sections completed	2	
Brief description of publication	3	

**Achievement** **65 Total** \_\_\_\_\_

Educational	8	
Informative	9	
Accurate information	6	
Clarity of subject	5	
Print quality adds to overall appearance	5	
Includes high quality photographs	6	
Includes appropriate, meaningful graphics	4	
Coverage received	6	
General appeal	9	
Indicates that organization is NGC member	7	

**Promotes NGC Objectives** **15 Total** \_\_\_\_\_

Promotes at least one NGC Objective	5	
Promotes more than one NGC Objective	10	

**Documentation (Photocopies permitted)** **15 Total** \_\_\_\_\_

Number of copies distributed/sold	5	
How distributed	4	
Financial details include cost of publishing, price if sold	6	

**100 Total** \_\_\_\_\_

**MAE-5 NATIONAL GARDEN WEEK**

Best in Group: Certificate of Merit + \$100

Given for the best overall promotion of National Garden Week. Entry to show community awareness throughout the entire week and include local and/or state proclamations.

- |  |
|--|
| <ol style="list-style-type: none"><li>1. Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li><li>2. Group of Clubs, Council, District</li><li>3. State Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li></ol> |
|--|

**MAE-6 MEMBERSHIP INCREASE**

Best in each Group: Certificate of Merit + \$100

Given for the top state membership increases as defined in each section. These awards are calculated by the NGC office. No application is accepted.

A – State Garden Club showing the greatest increase in paid membership as of Oct. 31 of the Award Year.	B – State Garden Club showing the greatest increase per capita as of Oct. 31 of the Award Year.
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**MAE-7 LIFE MEMBERSHIPS**

Best in each group: Certificate of Merit + \$100 sponsored by Bobbie Verser

Given for highest increases in NGC Life Memberships as defined in each section. These awards are calculated by the NGC office. No application is accepted.

A – State Garden Club with the greatest increase in NGC Life Memberships from May 1 – April 30.	B – State Garden Club with the greatest per capita increase in NGC Life Memberships from May 1 – April 30.
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## SERVICE AND RECOGNITION

### AWARDS OF EXCELLENCE (SR-1, SR-2, SR-3)

#### GENERAL INSTRUCTIONS

Please read the instructions thoroughly before submitting an application

**Only the Non-Member winners will be notified** after judging and requested to not speak of the win or post on any media outlet until after Convention

**State Garden Club and Region winners will remain a secret and announced at Convention**

All applications will be judged by members of the Award of Excellence Committee. The winners selected by the Award of Excellence Committee shall be approved at the **Winter Executive Committee Meeting**.

#### AWARD REQUIREMENTS

1. The Award of Excellence is applied for by **State Garden Clubs or Regions**, not individual garden clubs.
2. The applications will be submitted by:
  - a. State President
  - b. State Awards Chairman
  - c. Region Director
3. All applications should represent **Excellence**. Award applications are **best emailed** to the AOE Chairman, but will also be accepted by regular mail, one copy only.
4. The **Award of Excellence for Regions** applications are only accepted the **second year** of an administration
5. **DEADLINE:** All applications must be **received** by the NGC Award of Excellence Chairman by December 15.
6. Email or mail applications to NGC Award of Excellence Chairman

**SR-1 AWARD OF EXCELLENCE FOR NON-MEMBERS**

The highest award of National Garden Clubs presented to a non-member (not a member or not affiliated with NGC and sponsored by a State Garden Club organization/federation. This may be awarded to an **individual, organization, or institution** that has made a significant contribution toward the advancement of goals and purposes of National Garden Clubs. An individual recipient must accept the award in person. If the winner is an organization or institution, a representative of the organization must accept the award in person. These awards are not given posthumously. Recognition will be given in *The National Gardener*.

The winner of AEO for Non-Member receives a framed plaque, one overnight stay, travel compensation, Awards Banquet reseration for 2 and breakfast for 2 the day after the Banquet. A maximum of three (3) NGC Awards of Excellence for Non-Member may be awarded per year.

**NOTE DUE DATE OF DECEMBER 15.**

**APPLICATION REQUIREMENTS**

All applications are limited to a total of six (6) printed pages, front of pages only.

1. Page 1 – NGC Awards of Excellence Application Form (found on NGC website, [www.gardenclub.org](http://www.gardenclub.org))
2. Pages 2-6 – Summary of qualifications and Photos (wrapped text around photos permitted)
3. Footer – Create a footer with your name, state, and the page numbers
4. No binders, vinyl sheet protectors or staples
5. Refer to the full description in the Scale of Points for each AOE to substantiate the applicant’s qualification for achievement, participation, and distinction.

A – Individual	B – Organization or Institution

**SR 1 Specific Scale of Points**

		Maximum Total Points
<b>Presentation</b>	<b>5 Total</b>	_____
<b>Achievement/Scope of Accomplishment</b>	<b>50 Total</b>	_____
<b>Advancement of NGC, Inc. Goals</b>	<b>35 Total</b>	_____
<b>Supporting Data</b>	<b>10 Total</b>	_____
	<b>100 Total</b>	_____

**SR-2 AWARD OF EXCELLENCE FOR STATES**

Best in Each Size Category: Certificate of Merit + \$500

Given annually to recognize distinguished work in a state for a coordinated activity or project in accordance with the programs and objectives of NGC in which State Garden Club members from many areas in the state have participated. A state may not win this award more than once for the same project unless a significant new phase or activity has been added to the project. If this is an ongoing, long term project, recent involvement must be reflected in the application. The Award of Excellence should be projects that are unique and superior in their scope and execution. If there are no applicants in one membership size division, another application may be considered, if equally outstanding, to be awarded in the size division with no applicant. A Certificate of Merit and a monetary award of five hundred dollars (\$500) will be given to the winner in each membership size category. A maximum of four (4) NGC Awards of Excellence for State Garden Club may be awarded per year.

**NOTE DUE DATE OF DECEMBER 15.**

State Garden Club: Membership up to 999 Membership 1,000 – 2,999 Membership 3,000 – 7,999 Membership over 8,000
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**APPLICATION REQUIREMENTS**

All applications are limited to a total of six (6) printed pages, front of pages only.

1. Page 1 – NGC Awards of Excellence Application Form (found on NGC website, [www.gardenclub.org](http://www.gardenclub.org))
2. Pages 2-6 – Summary of qualifications and Photos (wrapped text around photos permitted)
3. Footer – Create a footer with your name, state, and the page numbers
4. No binders, vinyl sheet protectors or staples
5. Refer to the full description in the Scale of Points for each AOE to substantiate the applicant’s qualification for achievement, participation, and distinction.

SR 2 Scale of Points

		Maximum Total Points
<b>Presentation</b>	<b>5 Total</b>	_____
<b>Outstanding, Unusual or Distinctive Project</b>	<b>60 Total</b>	_____
<b>Advancement of NGC Goals</b>	<b>25 Total</b>	_____
<b>Supporting Data</b>	<b>10 Total</b>	_____
	<b>100 Total</b>	_____

**SR-3 AWARD OF EXCELLENCE FOR REGIONS**

Best in Group: Certificate of Merit + \$500

Given during the second year of an Administration, this recognizes distinguished work in a Region for coordinated activity in accordance with the programs and objectives of NGC in which all states in the Region have participated. A Certificate of Merit and a monetary award of five hundred dollars (\$500) will be given to the winner. A maximum of one (1) NGC Award of Excellence for Region may be awarded per year.

IAs are also eligible for this award from the IA. IA details are given on the COMAAI website.

**NOTE DUE DATE OF DECEMBER 15.**

**APPLICATION REQUIREMENTS**

All applications are limited to a total of six (6) printed pages, front of pages only.

1. Page 1 – NGC Awards of Excellence Application Form (found on NGC website, [www.gardenclub.org](http://www.gardenclub.org))
2. Pages 2-6 – Summary of qualifications and Photos (wrapped text around photos permitted)
3. Footer – Create a footer with your name, state, and the page numbers
4. No binders, vinyl sheet protectors or staples
5. Refer to the full description in the Scale of Points for each AOE to substantiate the applicant’s qualification for achievement, participation, and distinction.

SR 3 Scale of Points

	Maximum Total Points
<b>Presentation</b>	<b>5 Total</b> _____
<b>Outstanding, Unusual or Distinctive Project</b>	<b>60 Total</b> _____
<b>Advancement of NGC Goals</b>	<b>25 Total</b> _____
<b>Supporting Data</b>	<b>10 Total</b> _____
	<b>100 Total</b> _____

#### **SR-4 MEMBER OF HONOR**

Best in Each Region: NGC Certificate and Pin; recognized in *The National Gardener*

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

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

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

Electronic application, 5 pages maximum, one-sided, must include:

- Title page
  - Name of State Federation and Region
  - Area(s) of nominee's outstanding contribution/s
  - Name, complete mailing address, phone number of nominee
  - Sponsoring club name, president's name, address, and signature
- Short, typed description of nominee's accomplishments, 1 page
- Supporting information
  - Maximum 3-page outline listing accomplishments of nominee (including offices and chairmanships held)

NOTE DUE DATE OF JANUARY 25.

#### **SR-4 CITATION FOR DISTINGUISHED SERVICE**

Award: Citation for Distinguished Service and token of appreciation

Given at the end of a term to the National Garden Clubs, Inc. President in appreciation of notable achievement and guidance by that President.

**SR-5 PRESIDENTIAL CITATION**

Given by NGC President to those who have performed outstanding service to NGC.

**SR-6 NGC AWARD FOR MAJOR NON-STANDARD FLOWER SHOWS**

Award: NGC Seal hung on green ribbon (2 per show)

Given, with approval from the show committee, at a major non-standard flower show e.g., The New England Spring Flower Show (Massachusetts), The Philadelphia Flower Show, The Atlanta Botanical Gardens Flower Show (Atlanta), etc.

A – Finest exhibit in the Horticulture Division	B – Finest exhibit in the Design Division
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Winning exhibits must be blue ribbon winners scoring 95 or more and selection made by three NGC Accredited Flower Show Judges. Presentation to winners shall be by the President of the host State Garden Club or an NGC Officer when possible.

Request letters are to be sent to NGC Headquarters six months in advance of the show date.

**SR-8 AWARD OF DISTINGUISHED SERVICE**

Award : Certificate #5234

Presented by local garden clubs to businesses, industrial establishments, schools, youth clubs, civic organizations, etc., who are not affiliated with a garden club, for ongoing or completed projects.

No application required.

Purchase Certificate #5234 from Member Services, NGC Headquarters, St. Louis, MO

## YOUTH WORK

### YW-1 YOUTH GARDEN CLUB OUTSTANDING SPONSOR

Best in Group: Certificate of Merit + \$100 sponsored by James Pavelka

Given to the NGC member club sponsor of a youth club which has been most successful in promoting all phases of garden club work with youth. Applications must indicate grade of club, sponsor club name, list of programs presented to the youth, meeting dates, and number of youth involved. This award is not to be duplicated with any other Youth Work award.

A – Grades 1-3	B – Grades 4-6
C – Grades 7-9	D – Other

### YW-2 HORTICULTURE ACTIVITY FOR YOUTH GARDEN CLUB

Best in Group: Certificate of Merit + \$100

Given to the NGC or IA member club sponsor of a youth club for the most outstanding horticulture activity. Applications must indicate grade of club, sponsor club name, list of programs presented to the youth, meeting dates, and number of youth involved. This award is not to be duplicated with any other Youth Work award.

A – Grades 1-3	B – Grades 4-6
C – Grades 7-9	D – Other

### YW-3 OUTDOOR PLANTING WITH YOUTH GARDEN CLUB

Best in Group: Certificate of Merit + \$100 sponsored by Wisconsin Garden Club Federation

Given to the NGC or IA member club sponsor of a youth club for the most significant effort in planting and growing horticulture in an outdoor area. Participants may seek advice from any source but must do the actual gardening themselves.

A – Grades 1-3	B – Grades 4-6
C – Grades 7-9	D – Other

### YW-4 ENVIRONMENTAL ACTIVITY WITH YOUTH GARDEN CLUB

Best in Group: Certificate of Merit + \$100 sponsored by the Garden Club of Ohio, Inc.

Given to the NGC member club sponsor of a youth club for the most outstanding project in the field of environmental concern, e.g., horticulture, landscaping, anti-litter, restoration, conservation, other.

A – Grades 1-3	B – Grades 4-6
C – Grades 7-9	D – Other

**YW-5 JUNIOR GARDEN CLUB WILDLIFE GARDENING EDUCATION PROJECT**

Best in Group: Certificate of Merit + \$100

Given to the Youth Garden Club with the most notable project or projects educating the public on the benefits of gardening for wildlife.

A – Grades 1-3	B – Grades 4-6
C – Grades 7-9	D – Other

Please refer to Scoring Rubric for YW-5 on the following page.



## YW-5 Specific Scoring Rubric

Maximum Total Points

### Presentation

**5 Total** \_\_\_\_\_

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

### Achievement

**40 Total** \_\_\_\_\_

Meets NGC Mission & Goals	3	
Scope of project defined	2	
Need identified	5	
Benefit to target (members/recipients/community/etc.)	6	
Accomplishment of goals	6	
Comprehensiveness of work	5	
Activities to attain goals explained	6	
Evaluation of goals reached	2	
Educational	2	
Prior planning	2	
Very brief history if continuing project (give full credit if not a continuing project)	1	

### Participation

**15 Total** \_\_\_\_\_

% of member participation (may include any type of support given)	15	
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### Community Involvement

**30 Total** \_\_\_\_\_

Involvement of others (community, government agencies, professionals, youth, facility residents, others)	30	
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### Documentation (Photocopies permitted)

**10 Total** \_\_\_\_\_

Clear photos when applicable, labeled as needed	4	
Landscape plan when applicable (give full credit if not applicable)	2	
Financial details	4	

**100 Total** \_\_\_\_\_

**YW-6 HIGH SCHOOL GARDEN CLUB OUTSTANDING SPONSOR**

Best in Group: Certificate of Merit + \$100

Given to the NGC member club sponsor of a High School Gardeners Club that has carried out the best all-around gardening project. Applications must indicate grade/s of club, sponsor club name, list of programs presented to the youth, meeting dates, and number of youth involved.

**YW-7 HIGH SCHOOL DISTINGUISHED SERVICE PROJECT**

Best in Group: Certificate of Merit + \$100 (1<sup>st</sup> Place), \$50 (2<sup>nd</sup> Place)

Given to a High School Student, grades 9-12 for an outstanding civic project making a significant improvement for public benefit, e.g., environment, conservation, landscape, horticulture, recycling, horticulture therapy, others. The project must be sponsored by an NGC member club, group of clubs, district, or State Garden Club.

**YW-8 HORTICULTURE EDUCATON FOR YOUTH**

Best in Group: Certificate of Merit + \$100

Given to an NGC member club for the best promotion of gardening for youth, based on the belief that youth should be educated to become future horticulturists.

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| <ol style="list-style-type: none"> <li>1. Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> <li>2. Group of Clubs, Council, District</li> <li>3. State Garden Club: <ul style="list-style-type: none"> <li>Small</li> <li>Medium</li> <li>Large</li> </ul> </li> </ol> |
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**YW-9 ENVIRONMENTAL EDUCATION PROJECT WITH YOUTH**

Best in Group: Certificate of Merit + \$100 sponsored by the Florida Federation of Garden Clubs, Inc.

Given to the NGC member club for the most outstanding project in the field of environmental education involving youth.

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| <ol style="list-style-type: none"><li>1. Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li><li>2. Group of Clubs, Council, District</li><li>3. State Garden Club:<br/>    Small<br/>    Medium<br/>    Large</li></ol> |
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**YW-10 INDIVIDUAL OUTSTANDING SERVICE TO YOUTH**

Outstanding Individual: Certificate of Merit + \$100 sponsored by the Arkansas Federation of Garden Clubs, Inc.

Given to the Individual NGC member who has given outstanding service to youth as a leader of a Youth Garden Club in any grade category through High School.

Individual garden club member
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