

California Garden Clubs, Inc.
2019-2021 Evaluation Form
Deadline: Postmarked by December 1

No Book of Evidence. Entry requires a 2019-2021 CGCI Awards Application form (a cover sheet plus up to three printed pages (front side only)). Place this evaluation form in an envelope and include with the entry. See sample CGCI Awards Application form on the CGCI website under "Awards."

55. DISTRICT YEARBOOK AWARD
 \$50 to highest scoring entry. 1st, 2nd, 3rd and HM certificates and ribbons given.
 (Eligible for Pacific Region Award #3 (h) and NGC Award YB-3)
 Sponsor: Elisabeth Tufo

Submit entry by December 1 to Carol Vallens, 21053 Devonshire St., #104, Chatsworth, CA 91311.

The yearbook can be handmade, semi-commercial or commercial.

Yearbooks are judged according to NGC scale of points. See award's corresponding evaluation form for content requirements in the NGC Awards Manual at the website: www.gardenclub.org. The highest scoring yearbook will be forwarded to Pacific Region and NGC competition. Clip completed CGCI award application form to inside cover of yearbook. Also include a copy of this evaluation form.

SCALE OF POINTS FOR DISTRICT YEARBOOKS

	<u>TOTAL</u>	<u>SCORE</u>
SCALE OF POINTS		
● Book Structure (3) Practical, convenient size spiral, or 3-ring binders. Material should be well-placed with ample margin and font size suitable for members to read.	3	_____
● Cover (3) Include name of organization, state, year, and appealing design. If 3-ring binder cover is used, substitute with paper cover and include required information listed above, and so note.	3	_____
● Title Page (2) Include name of group, number of clubs involved, affiliations including NGC, region, state, other. Include name of NGC President, Regional Director, State President with each affiliation.	2	_____
● Table of Contents (2) Number the yearbook pages and list topics with respective page number.	2	_____

- Subsequent Pages

Order that is pleasing to your organization and best fit for page placement.

● Organizational Information (10) List organizational officers and committee chairmen. Include complete mailing addresses, telephone numbers, e-mail addresses, and club affiliation for each. List addresses for state garden club website, region website and NGC.	10	_____
● Calendar of Events (10) List meeting dates for your organization, for your state meetings, region, and national, as well as schools, symposiums, and special events. This will eliminate the setting of conflicting dates.	10	_____
● Bylaws, policies, and objectives (10)	10	_____
● Programs (20) List meeting topics, include dates, time, and place (give address). Give name of speaker. Indicate if program is a presentation, tour, workshop, sharing activity, etc.	20	_____
● Projects (20) List projects as continuing or new, including name of chairman, location and description of project. Indicate if fundraising is a part of the project. (Some fund raisers may help with beautifying the community or education of the public, as well as produce revenue for your organization)	20	_____
● Member Club information (20) List of member clubs, including club president names, addresses, phone numbers, e-mail addresses. Include meeting dates for each club. List total number of dues paying members.	20	_____
● Options: no points given List former presidents; yearly themes; mission statement		
TOTAL	100	_____

District: _____