

Plant, Bloom and Grow Your Membership

#70 President's Project- Membership Incentive Award
The True "How To"
Valerie Seinfeld - FFGC Awards Chair

Plant, Bloom and Grow Your Membership

This Award is a Book of Evidence.

Description/Purpose: This special award is to show a significant increase in overall membership, not only with an increase in the numbers of new members but the retention of current members. Set Goals.



Plant, Bloom and Grow Your Membership

Proof of Accomplishment: Use the FFGC Awards Application and a Book of Evidence showing methods of HOW your clubs and/or districts obtained new members.



Plant, Bloom and Grow Your Membership


Include the following information:

- Events: Membership teas, socials, community affairs, programs, classes, etc.
- Maintenance program: For enrolling future members and retention of these new members.



Plant, Bloom and Grow Your Membership

Include the following information:

- Proof of your beginning number of members at the start of this project, retention of members, and the addition of new members.
 - Financial information: including a budget for various events that garnered new members.
- 

Plant, Bloom and Grow Your Membership

- Visual evidence with photos of membership events
- Publicity and club/community participation resulting in a significant membership increase is stressed over a cumulative 2 year period.



Plant, Bloom and Grow Your Membership

Award: \$250, may be awarded in Classes A,B,C & D listed below.

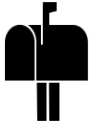
Classes:

- A. Small Club with 50 members and under
- B. Medium Club with 51-100 members
- C. Large Club with 101-199 members
- D. Ex-Large Clubs/Circles with 200 members and more

Plant, Bloom and Grow Your Membership

Submission: Send 2 copies of FFGC Awards application and BOE must be sent to the FFGC Membership Chairman

Jo-Anne Snyder's Address: The address TBA and delivered

by **March 15, 2019**.  Note: For the FFGC

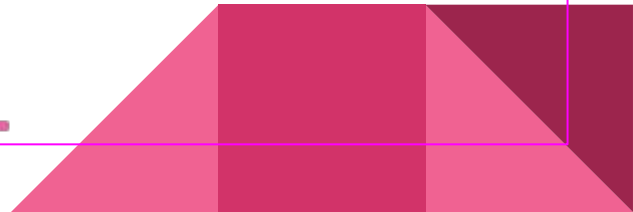
Awards Application this BOE has a **CLASS...** 

not a Category leave category blank.

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Let's Begin to Break Down how to organize and write this award.

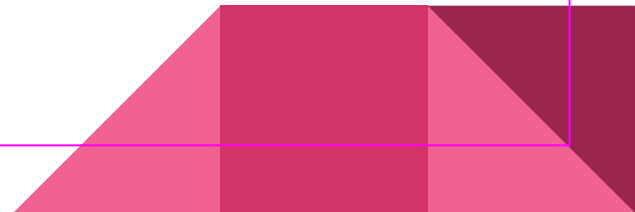
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Plant, Bloom and Grow Your Membership

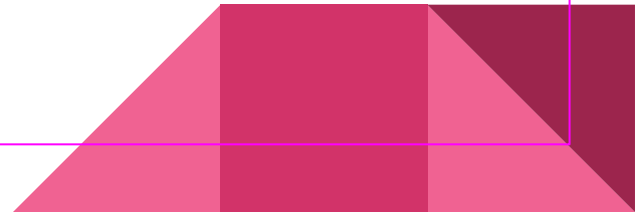
Proof of Accomplishment: Use the FFGC Awards Application and a Book of Evidence. It should be no more than 6 (six) pages front and back for a total of twelve (12) surfaces. Show methods of HOW your clubs and/or districts obtained new members.

Include the following information:



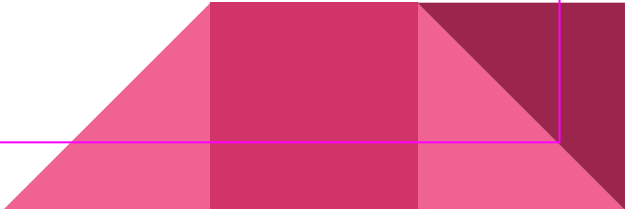
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- Events: Membership teas, socials, community affairs, programs, classes, etc. Proof of each event by publicity and photos.
- Maintenance program: for the enrolling future members and retention of these new members.



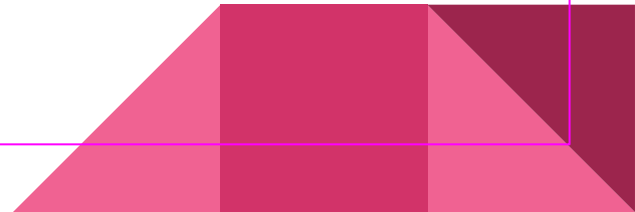
Plant, Bloom and Grow Your Membership

Proof of Maintenance program. Do you have a Membership Chair tracking the attendance and involvement of each member? Who shows up to each meeting, program, or event? Have you found something to get a new member involved in? Having members involved helps you retain members.



Plant, Bloom and Grow Your Membership

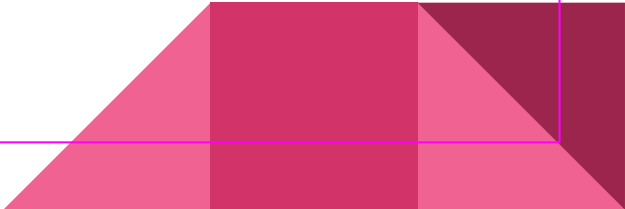
- Proof of your beginning number of members at the start of this project, retention of members, and the addition of new members.




Plant, Bloom and Grow Your Membership

Insight: Your Treasurer should be able to provide you with an invoice of payment of all your member's dues even if you have Life Members.

If you have New Members, your Treasurer should be able to provide you documents of sending in the dues for each new member. Gather this information right away. **Do not wait until the second year to gather.**

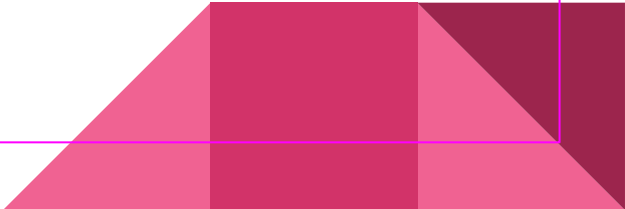


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Have proof of New Members by paid Membership dues submitted by **March 1, 2019** to FFGC Headquarters. 

You can include New Members you added in 2017-2018 year also. Prove that by New member invoice from last year. Use the New Member Form from FFGC Website.

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- Financial information: including a budget for various events that garnered new members.
 - Visual evidence with photos of membership events.
 - Publicity and club/community participation resulting in a significant membership increase is stressed over a cumulative 2-year period.
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Also if you have prepared a new Membership Brochure, the cost should be in your financial report. Have you opened a “Meetup Group” Account? Include the costs of any advertising in the Financial section, even if a member is paying for it. Donations by members is perfectly acceptable.

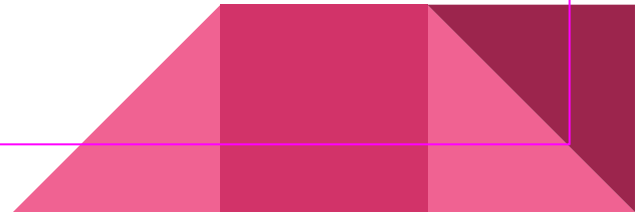


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GENERAL GUIDELINES FOR COMPLETING A BOOK OF EVIDENCE

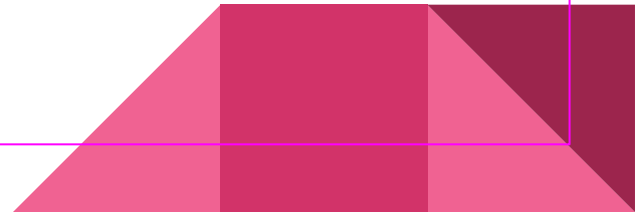
(Proof of Accomplishment)

(ALWAYS check the website one last time before sending in your awards)



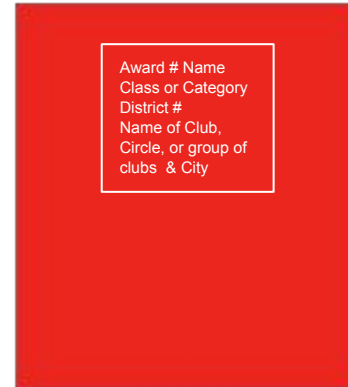
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1. Use a lightweight, solid color, theme-type binder, size not to exceed 8.5" X 11". NO RING BINDERS ALLOWED.





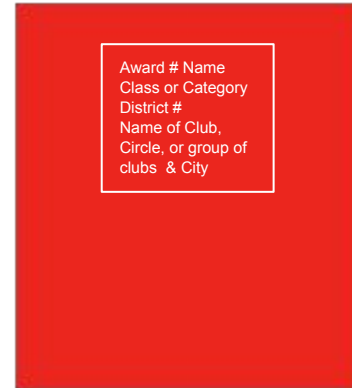
Label centered on front
cover





Firmly
**paper
clipped**
to the
inside
**FRONT
COVER**
of the
binder.

Label centered on front
cover



Plant, Bloom and Grow Your Membership

2. A plain label (no embellishments) with the following information should be placed on the cover:

Award # - Name -

Class or Category (if there is one)

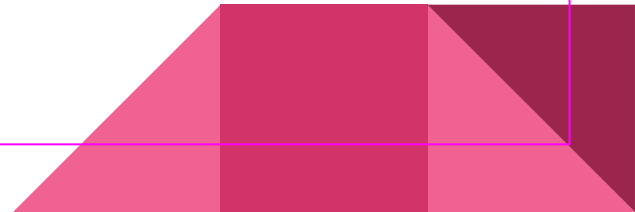
District #

Name of Club, Circle, or group of clubs & City

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3. On top of the first page, include *Award # - Name - Class or Category* (if there is one); *District #*; name of club, circle, or group of clubs and *City*; percentage of members participating (when required by particular award rules).

No Table of Contents is required.



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4. Firmly paperclip two copies of the completed FFGC Awards Application Form to the inside front cover of the binder.



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5. The summary should be written on the lower part of the FFGC Award Application Form. Summary should be brief and require no more than the space on the lower part of the application form.

No additional pages allowed  on the FFGC Award Application Form.

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6. Entries are to be sent to either FFGC Headquarters by Award Due Date


Submission: Send 2 copies of FFGC Awards application and BOE must be sent to the FFGC Membership Chairman Jo-Anne Snyder Address: her address TBA and must be delivered by March 15, 2019.



No exceptions!


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7. Presentation:

- Do not exceed six (6) pages, front and back, for a maximum of twelve (12) surfaces. 

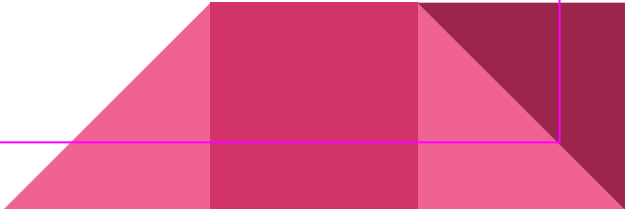
Use standard 8.5" X 11" paper. Pages may be placed back to back in (6) Six top loading sheet protectors.

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- All material must be attached to pages. No loose materials, no pull-outs, and no fold-outs allowed.
- Do not add extra information in any back pocket. 
- All photographs and other materials should be neatly secured to the pages.
- Photocopies are permitted. (make sure your photos are of good quality not out of focus)• Trim all items neatly

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8. Written Text:

- All text must be typed.
 - Be concise. Follow all requirements in Award Description and Scale of Points.
 - BOE must include text and not just photographs with labels.
 - Photographs may be interspersed throughout text or following text
- 

FFGC Award Application

Many awards come to FFGC Headquarters and the Application Form is filled out with **errors**.

Reread everything out loud. First step to editing. Have someone else proof your work.

Award #: should be easy- but often done incorrectly. Double check yourself.

Category or Class: (if there isn't one—don't put one)



FFGC Award Application

Award Name: just copy and paste or type it just like you see it.

District: Be sure to put the right District #, if uncertain ask someone.


#Members in Club/Circle: See your Yearbook or ask your treasurer



FFGC Award Application

Name of Garden Club: (THE OFFICIAL NAME) or Individual/Group Sometimes the Award is for an individual, **be sure to spell the name correctly.** **City:__** **Date:** The date of Application.

Garden Club President: Be certain all the information is correct. Phone and email



FFGC Award Application

Person preparing the Award: Accurate information , we may be contacting you after the FFGC judging process.

READ YOUR BOE RULES CAREFULLY ONLY the FIRST PAGE
of AWARD APPLICATION IS USED.



FFGC Award Application

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

1. New project: Yes No Beginning date: Completion date:



FFGC Award Application

2. Have you applied for any other awards for this project?

Yes No If yes, list other awards applied for. (If you are applying for another award for this project...NEVER use the same exact wording you used with this award on another award.)



FFGC Award Application

- 3. Brief summary and objectives of project**
- 4. Involvement of club members, other organizations, etc.**
- 5. Project expenses and means of funding**
- 6. Continuing involvement, follow up, maintenance**
- 7. Is your BOE**



FFGC Award Application

#1 - Must have a beginning date that reflects the current year(s) the completion Date can be “Ongoing”- if it is. This award since it is a Two Year Award can have a June 2017 - March 2019 date.

#3 - For the BOE keep your #3. Summary Brief.

#4 - #6 - Must be reported on.

#7 - is your BOE



FFGC Award Application

The following is True for every Award Application you submit

Award #: _____ Category: _____ Class: _____
(1-5) (A-F)

Award Name _____



FFGC Award Application


Do you see Category? And it has numbers under it... where the line is; one of those numbers between 1 -5 goes there, IF the Award has a Category.



FFGC Award Application

Do you see **Class**? And it has letters under it... where the line is; one of the letters A-F goes there, IF the Award has a **Class**. **This BOE has a Class.**

Classes:

- A. Small Club with 50 members and under
 - B. Medium Club with 51-100 members
 - C. Large Club with 101 - 199 members
 - D. Ex-Large Clubs/Circles with 200 members and more
- 

Judgement Day December 6th at 8:30am

Sign up & Volunteer Today!

You do not have to be an experienced Judge. We place you with experienced judges. If you want to think like a Judge and write winning awards, Join us on Judgement Day and go home with great ideas & make new friends.

Where? At FFGC Headquarters.

