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Welcome to the 2008-2009 Kin Year. The National Awards Committee is dedicating this Kin Award Year to Marilyn Foote. Marilyn was an integral part of the Awards Committee and she is greatly missed. The committee urges all Kin members to participate in the Awards program in honour of all the hard work Marilyn put into the program. The Awards program is a wonderful way to reap the benefits of all the hard work that the members of Kin Canada put in every year. There is such a feeling of pride to stand up at a National Convention and be recognized, whether as a district winner, a national winner or a participant. These awards are a great way for you and your club to learn more about our organization. The Awards Committee has been working diligently on making these awards more appealing to the members of Kin Canada. These awards have been looked at and revamped in many ways to make it easier to compete. It is very important to look over the guidelines and the criteria set out in this brochure. There are full directions with all the awards. We look forward to seeing more members of our Association participate in these awards. If you have any questions or suggestions for the Awards Committee, please feel free to contact us.
Yours In Kin,
Penny Lees-Smith
National Award Committee Chair

Mission Statement

"To promote a program which stimulates and encourages personal development and leadership while recognizing integrity and achievement within the Association."

Award Amending Process

Any member of the Association can suggest amendment(s) to any of the awards offered by the Association. The amendments must be in writing sent to the Executive Director at National Headquarters and the contents of the proposed changes should:

- clearly reference the award by name and listing in the awards booklet
- highlight succinctly the proposed amendment(s)
- outline a rationale for the proposed amendment(s)
- include any relevant backup information

The National Awards Committee oversees the awards program and the suggestions for change. The deadline for receipt of suggested changes is February 28 of each year.

Awards Appeals Process

Within 75 days of the rejection of an award, a member has the right to appeal the decision. By sending a letter to the Executive Director describing why the decision should be overturned, the award will be examined by the National Awards Committee. All decisions of that committee are final.

Eligibility Statements

Individual Eligibility:

a) Entrants must be members (other than Honourary) in good standing with their respective clubs and on record at National Headquarters as of the date of submission of the award. The entrants club must also be in good standing as outlined in Club eligibility below.

Club Eligibility:

a) For awards where national entrants are chosen by district competition, a club must be in good standing with Kin Canada (the Association) as of the date of district selection and the date of national judging for said award.
b) For awards where national entrants are not chosen by district competition, a club must be in good standing with the Association as of June 30th of the Kin year in which the award is presented.

MAPLE LEAF AWARD OF DISTINCTION

Purpose:
To educate new members and encourage participation in club activities while becoming familiar with all aspects of the Association. To stimulate self-development, motivation and leadership within the first two years of membership.

Rules:
To qualify for this award, you must complete six out of eight mandatory requirements and attain a minimum of 300 points (during the first two Kin years) in the optional requirements. Optional requirement points must be earned in at least five categories and may only be used twice in any one category except sponsoring a new member and qualifying for the GEM Award.

Mandatory Requirements:

1. Know Objects the Association.
2. Read the New Members' Kit and familiarize yourself with the General Operating By-Laws.
3. Be a member of a committee or attend a work party on a service project.
4. Attend a club executive meeting.
5. Bring a prospective member to a general meeting.
6. Attend a new members' seminar.
7. Attend seven consecutive meetings.
8. Know the Kin motto.

Optional Requirements (minimum 300 points) points

1. Be a candidate for club executive……10
2. Give a 2 minute speech or enter a club public speaking competition……..20
3. Write an article for club bulletin/newsletter/web site…..…10
4. Attend at least one club function or social during

July or August……10
5. Be a member of committee or work party (other than mandatory)……...10
6. Attend a social function (apart from a meeting)……...5
7. Attend a meeting of another club in your zone……...10
8. Attend a Zone Conference or Fall Leadership Conference……..…25
9. Attend a District or National Convention (full business portion)……..…35
10. View a Kin educational film……..10
11. Read the Publication *The Cross and the Square* or *Only in Canada*……...10
12. Attend an interclub……..…10
13. Sponsor a new member……..…25
14. Win the GEM Award……...20
15. Attain 100% attendance……..20
16. Serve as a chair of a club project……..25
17. Serve as a club officer……..25
18. Attend a club executive meeting (other than mandatory)..10
19. Bring a prospective member to a club meeting (other than mandatory)……10
20. Participate in the Diane Rogers Kin Pride Award……10

Rewards: Maple Leaf Award of Distinction certificate, name badge add-on; optional Maple Leaf pin from Kin Sales.

FOUNDER'S AWARD FOR ACHIEVEMENT

Purpose:
To challenge the member of more than 24 months to be an active participant in his/her club, zone and district. Participation in this program should go beyond winning an award. This award encourages members to work on their communication, leadership, and organizational skills while being involved in Kin activities.

Operation of the program:
A member becomes eligible to enter the program two years from the date of his or her initial membership in the Association. The program and program material is handled by and audited at the club level. Additional record portfolios can be obtained from National Headquarters. Upon completion of this program the member will receive a letter and certificate. Items available from Kin Sales Division include the Founder's Award name badge, pin, and wall plaque. **This portfolio must be accompanied by a prepaid sales order for at least one of the three available items before the award will be processed.**

Qualifications:
A member must complete all five mandatory categories. A minimum of 300 points must be obtained overall, with a minimum of 50 points obtained in the first year, 80 points obtained in the second year and 80 points obtained in the third year. The club president and awards chair must sign each section as points are obtained. There is a three-year time limit for obtaining sufficient points beginning on the date the member enrols in the program. Upon completion of the required number of points, the portfolio will be forwarded to the deputy governor who will audit it and forward it to National Headquarters. There is a 12 month limit after completing the award requirements for submission of this portfolio to National Headquarters.

Mandatory Requirements:
All of the following categories must be completed:
A. Obtain 100% attendance for a complete fiscal year.
B. Sponsor a new member to Kin.
C. Attend a full Zone Conference.
D. Attend the full business portion of a District or National Convention.
E. Complete one full club year as any of the following: director, registrar, secretary, membership director, treasurer, vice-president, president, bulletin editor, any elected Kin office or any appointed Kin office outside the club level, i.e. district, zone or national.

Optional Requirements (minimum 300 points):
Points may be obtained in the same category more than once when applicable ..... **points**
1. Serve as an active committee member on a club project..... 3
2. Serve as a sub-chair and produce a written project report covering your phase of the project 5
3. Serve as an active member of a charter committee and make two visits to the new club after it has been chartered 15
4. Serve as chair for a family social function 5
5. Serve as chair of a major club committee 10
6. As a project chairperson present a complete outline for a new project with complete details on time, money, procedure, manpower, etc. which is accepted by the club 10
7. Chair a club service project and produce a written report for club bulletin/newsletter/web site 10
8. Obtain 100% attendance (other than mandatory) 10
9. Participate as an instructor for a new members' seminar 5
10. Sponsor a new member (other than mandatory) 15
11. If a sponsored member is in Kin at least one year 5
12. If a sponsored member wins the Maple Leaf Award of Distinction 5
13. Write an article that is accepted for your club bulletin/newsletter/web site (max. 10 points per year) 2
14. Write an article that is accepted for zone or district publication 4
15. Write an article that is accepted for Kin Magazine 6
16. Attend a general meeting of another club at a distance of less than 100 km one way..... 5
17. Attend a general meeting of another club at least 100 km or more one way 10
18. Attend a club charter, Founder's Night, anniversary night or life membership night..... 5
19. Attend a zone or district interclub..... 5
20. Attend a zone executive seminar conducted by zone officers..... 5
21. Attend a full Zone Conference (other than mandatory)..... 5
22. Attend a full business portion of a Fall Leadership Conference 5
23. Attend a full business portion of a District Convention (other than mandatory)..... 9
24. Attend a full business portion of a National Convention (other than mandatory)..... 9
25. Serve on club executive (other than mandatory) 10
26. Be a candidate for deputy governor 10
27. Be a candidate for vice governor 10
28. Serve as a zone, district or national officer 15
29. Serve on a national committee 10
30. Enter club public speaking contest 10
31. Enter zone public speaking contest 5
32. Win a club Kinsmen/Kinette of the Year award..... 15
33. Win a club, zone, district, or national award/trophy excluding sports) 10
34. Win the GEM Award 10

Reward:
Plaque, pin or badge available from Kin Sales.

GEM AWARD

(Get Expansion Minded/Grow Every Month)

Purpose:
To recognize individual commitment to membership recruitment.

Eligibility:
To qualify, you must sponsor three new members in any 12 month period.

Reward:
GEM Award certificate, GEM Award pin. Repeat winners receive a letter only stating the number of times the award has been won.

MEMBER ACHIEVEMENT AWARD

Purpose:
This award is designed to be considered the highest award at the club level and will be recognized as such by all members.

Rules:
A Member Achievement Award can be presented to any past or present member of any club in the Association. A Member Achievement Award shall be granted as follows:

1. A Member Achievement Award committee shall be set up in the club, each member of the committee having 7 years or more membership years in the club. The committee will receive nominations and submit not more than three names to the club president and executive for approval. In situations where there are not three members with 7 years, names from other clubs may be submitted.
2. The MAA committee will present the candidates' names to the president and executive for approval at an executive meeting, if approved the president will announce the MAAs at a general meeting. The membership will then vote by secret ballot.
3. To qualify the member must have been a member in good standing for 7 years, and served his or her club, community and Association to the best of his or her ability.
4. The maximum number of MAAs awarded in any club is two per year if the club has over twenty members or one MAA per year if the club has fewer than twenty members. However, in special circumstances the Zone Executive may permit more members elected to the MAA.
5. Club MAAs cannot be transferred.
6. The MAA Committee will submit the MAA report form to National Headquarters and this information will be placed in the club's/member's file.

Rewards:
Plaque, certificate, and dinner badge (red & white) available from Kin Sales.

KIN AND KINETTE QUILL AWARD

To encourage all members to develop written communication skills by producing articles of general interest for publication in KIN Magazine.

Eligibility

1. Any Kinsmen/Kinette in good standing (other than Honourary) shall be eligible to participate.
2. Article should be of general interest to Kinsmen and Kinettes.

Submission Guidelines

a) Articles must be a minimum of 600 and a maximum of 1,000 words. The number of words must be indicated on the submission. Quills over or under limit will be disqualified from judging.
b) Articles are subject to such editing and abridging as deemed necessary by the editor of KIN Magazine, for the purpose of publication. Any editing or abridging of the Quill that substantially alters the substance or tone of the submission is to be sanctioned by the author.
c) Articles may be rejected if the material is misleading, factually incorrect or lacking in good taste.
d) Articles must be submitted to the KIN Magazine editor at National Headquarters by June 1 to be considered for that year's judging. Quills submitted after June 1 will be considered during the next year's judging.
e) All Quill entries become the property of the Association.

4. Selection/Judging Process

a) For the purpose of judging, the article will be judged as originally submitted.
b) For the purpose of determining the annual winner, the current Kin year's submissions (subject to the guidelines) will be reviewed.
c) 5 Kinsmen and 5 Kinette Quills will be selected by the editor of KIN Magazine and the following shall be considered:
   i) general interest to Kin
   ii) originality and presentation
d) Selection of the winners and runner-ups will be made by a panel of three judges to be named by the National Awards Committee.
e) Judging will be conducted prior to the annual convention of Kin Canada.
f) The marking system below will be a guide for both writers and judges.

Marking System:

A) Treatment of Topic
- Introduction.....5
- Knowledge of Subject.....5
- Organization of Material.....5
- Development of Material.....5
- Recapitulation and Conclusion 5
- TOTAL SECTION A.....25

B) Language
- Choice of Words 5
- Sentence Structure.....5
- Grammar and Spelling.....5
- TOTAL SECTION B.....15

C) General Effectiveness
- Originality and Inventiveness.....10
- Challenge to Thought 10
- Sincerity and Conviction 10
- Achievement of Purpose.....10
- Reader Attention/Interest.....10
- TOTAL SECTION C.....50

TOTAL POINTS.....90

Rewards:
National Banner and keeper plaque. Winning Quills will be published in the October edition of Kin Magazine. With the permission of the author, the winner's submission may also be sent to national publications (ie McLean's, Readers Digest) for possible publication.

NATIONAL WEBSITE AWARD

Purpose: To provide a guideline for clubs to follow in producing an effective means of club communication and to recognize the efforts of the webmaster and club in producing an outstanding website.

Eligibility:

1. Entries will be limited to the winning web sites from each district for the year.

2. The District Executive will submit the winning web site information to Kin Headquarters by mail, fax or email no later than June 30th.

Judging:

1. Entries shall be judged by a national committee of judges to be named by the National Awards Committee. One of these judges will be a staff member of Kin HQ.
2. Entries shall be judged according to form and content. The maximum allowable points for each category will be outlined in the judging criteria below.
3. All entrants shall receive a written critique within 60 days of National Convention.
4. The Committee shall determine the winner and runner-up for the award.
5. Judging for the National competition will take place on July 15. No changes are to be made to the website on this day.

Judging Criteria:

Part A – Content Maximum 80 pts.

1. Club information: Contact Info……2
   Meeting Info. (date, time, location)...2
   Club Executive…… 2
   Calendar of events……4
   Correct use of crest, motto, Association name ……5

2. Programs: Cystic Fibrosis, Kin ODAC, Kin Canada Bursaries, Zone, District and National news promoted……10
3. Club Projects: Reports with photos……10
4. Club Social Activities: Reports with photos……..10
5. Links: National Website, District Website, CCFF. Kin Canada Bursaries……10
6. Education: Kin Education……5
   Mission Statement……2
   Founder's History……...2
   Charter Date……...1
   Archives……5
7. Interest to non-Kin …… 10

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Part B – Form Maximum 20pts.

1. Overall style of presentation……...10
2. Currency of information……..5
3. Ease of navigation……5

Reward:

National Plaque (to be displayed at National Headquarters) and a keeper plaque.

NATIONAL PUBLIC RELATIONS AWARD

Purpose:

To encourage Kin to promote themselves, their club and their Association to their local, national and global community. This award is intended to encourage active public relations – it is not a scrapbook of club activities.

Submission of Entries for District Competition:

1. Subject to rule #3 below, each club wishing to compete for the award must submit to the appropriate district officer, prior to the district convention, a presentation copy containing evidence of all news media coverage obtained by the club, together with a summary of the overall publicity obtained by the club during the current Kin year.
2. The presentation copy shall include:
   a) With respect to newspaper, magazine or coverage by other printed matter; newspaper clippings, pictures or articles taken directly from the publication.
   b) With respect to television or radio coverage, a summary written by a club member outlining all pertinent factual data. No video or audio tapes to be included.
   c) Any other manner in which the club or its projects are recognized or made known to the community shall be reported in full.
   d) A written evaluation by the club president or public relations chair outlining the effect of the publicity on club projects or the reputation of the club in the community as well as:
      i) The membership of the club
      ii) The population of the community
      iii) The availability of various news media
3. In districts where zone competitions are held, the zone winners only will qualify for district judging.
4. Judging shall be done by the heading and point system as outlined (100 points):
   a) Judges evaluation of PR effectiveness 30
   b) PR Scrapbook contents; Print media pictures and articles; Written summaries of radio and TV coverage and other promotional material (as local facilities allow) 50
   c) Existence of written planned PR program or emphasis in club 10
   d) President's or Public Relations Chair written evaluation of PR effectiveness 10

Submission of Entries for National Competition:

1. The appropriate district officer shall be responsible for shipping the winning submissions to national headquarters no later than June 30. Submissions will be returned to the club after National Convention.
2. Winning clubs may forward additional materials covering the time period between the required submission date to their district and June 30. Materials must be received at Kin HQ by July 15th.
3. All winning entries from district competitions will be displayed at the National Convention and these entries shall be the only entries from the district.

Judging at District Convention:

The best Kinsmen and Kinette submission shall be determined at each District Convention by a committee appointed by the governors. The committee shall include the district public relations officer, if there is one, and may include persons other than members, but preferably persons with a public relations background and/or expertise.

Judging at National Convention:

The winners of the National Public Relations Awards shall be determined by a committee appointed by the National Awards Committee. The committee shall include the Communications Coordinator for the Association, and it may include persons other than members but preferably persons with a public relations background and/or expertise. The committee shall also designate a runner-up for each of the two awards.

Criteria for Judging:

The committee, in reaching its decision, shall consider the following items:

- the membership of the club
- the existence of a written planned public relations program or emphasis in the club

- the population of the community
- the availability of various media
- the amount and source of publicity
- the effectiveness of the publicity, and
- such other matters as the committee deems relevant

Reward:
National Banner and keeper plaque.

NATIONAL PHOTOGRAPHY AWARD

Purpose:
To recognize individual Kin members who have excelled at capturing the essence of the Objects and Aims of Kin Canada through photography during the past 12 months. The submissions will act as a gallery of Kin activity during our National Convention and provide materials for a collection of photographs that can be used by Kin Canada in various communications including KIN Magazine.

Official National Photography Award Contest Rules and Regulations

Eligibility:
1. The National Photography Award contest is open to any Kin member in good standing (other than Honourary)
2. Only the photographer has the right to submit a photograph, and the photographer must sign the entry form*
3. To be eligible for this award, the photograph must have been taken within the past Kin year
4. The photograph must illustrate some aspect of the Objects and Aims of Kin Canada

Submission Guidelines:
1. More than one photograph can be submitted. Each photograph is considered an entry. However, entries received in a collage format will be disqualified
2. Each entry or photograph must include a completed entry form* and model release form if the photograph contains identifiable people. The entry must include a 100-word essay outlining how the photography relates to Kin Canada's Objects and Aims
3. Entries can be mailed to Kin Canada National Photography Award contest, 1920 Hal Rogers Drive, Box KIN, Cambridge, ON N3H 5C6; digital entries can be e-mailed to Michelle Rickard at mrickard@kincanada.ca and clearly marked as an entry for the National Photography Award contest
4. The National Photography Award contest runs from July 1 to June 30 of each Kin year. Entries must be received by June 30 of the current year
5. Acceptable entries must be in colour, or black and white unmounted prints. Digital entries may be submitted by mail if they are printed on photo-quality paper and are a minimum size of 5" x 7". The original file resolution must be a minimum of 3.1 mega pixels (300dpi). The digital prints should match the quality and character of the original digital capture. For all entries, original material, including original negative and/or capture file must be available for reproduction purposes. All entries and contest materials received become property of Kin Canada and will not be returned

Judging:
1. A panel of three judges will be appointed by the National Awards Committee
2. All eligible entries will be displayed at National Convention

Reward:
The winners name will be added to the National Photography Award Plaque. The winner will also receive a keeper plaque and club banner crest.

*By signing the entry form, the participant consents to entry of his or her submission and agrees to these Official Rules and Regulations and the decisions of the judges, which are final and binding in all matters to this contest. The participant also grants Kin Canada the unrestricted and exclusive rights to use the photograph for any purpose. This includes, but is not limited to, publishing your photograph in print or electronic form for promotional purposes without further compensation, and the right to use the photographer's name as a credit along with the photograph.

HAL ROGERS AND ELSPETH ROGERS NATIONAL SERVICE AWARD

Purpose:
To recognize the Kinsmen Club (Hal Rogers Award) and the Kinette Club (Elspeth Rogers Award) that have contributed the most to the fundamental objectives of the Association i.e. service work, during the 12 month period prior to the zone or district conference at which it is presented.

Eligibility:
1. To be eligible for this award, the club must have completed a service project within the 12 month period prior to the date of the conference at which it is presented.
2. The same service project may not be entered in two successive years unless it has been materially advanced and/or compared to the involvement of any other parties on the submitted project.

a) For greater clarification, where a Kinsmen, Kinette or Kin club collaborate on and/or jointly participate in a service project, or where one club materially contributes to the service project of the other during the currency of that project, and only one club chooses to submit the project for award consideration, the other club cannot submit the same project in the following year unless it complies with paragraph 2 hereof.

b) A national winner will not be allowed to present in competition the same project for three years after winning the award.

3. For those districts where submissions are first made and district finalists determined at a zone conference, the zone winners only will qualify for district competition. Zone judging will be conducted in accordance with the rules herein.
4. Each district executive at its district convention or spring council meeting (in the event no district convention is held), will select a panel of three judges to judge Kinette submissions, and a panel of three judges to judge Kinsmen submissions. Each panel will elect one entry to compete for this award at the current National Convention. District judging will be conducted in accordance with the scoring herein.
5. The entry so chosen shall be forwarded in **triplicate**, together with a disk containing at least 10 photographs per entry, by the appropriate district officer to National Headquarters not later than 10 days after the conclusion of the District convention or June 30th whichever comes first.
6. The disk forwarded pursuant to paragraph 5 hereof may be used by National Headquarters for presentation of the

district winners at National Convention and may also be used in national publications and on the national website.

7. The form of submission for each entry at the national level shall be written narrative form of approximately 2,000 words. No other form of presentation will be permitted.
8. The national awards committee will appoint a panel of three judges to judge Kinette national finalists and a panel of three judges to judge Kinsmen national finalists. Each panel will select a winner and runner-up.
9. Judging shall be done by the heading and point system as outlined:

Community Need (25 points)

a) Did the community need the service?.....5
b) Does this type of service/project currently exist?.....5
c) How was the need substantiated?.....5
d) Did the service/project meet the needs of the community?.....5
e) Population of the community 5

Community Benefits (25 points)

a) Community's acceptance of the service/project.....10
b) Number of people benefiting from the service/project.....10
c) Particular group (gender, age, interest) benefited from the service/project. 5

Public Relations (15 points)

a) Did club gain community recognition?.....5
b) Were additional members obtained as a result of the project? 5
c) Was the public awareness of the Association raised?.....5

Member Participation (20 points)

a) How did the club support the project? 2
b) Percentage of members participating.....2
c) Duration of the project 2
d) Number of person hours spent on the project 2
e) Duration of fund raising for the project.....2
f) Number of person hours spent on fund raising for the project 2
g) Other Kin clubs participation.....2
h) Community participation.....2
i) Government funding.....2
j) Other sources of funding 2

Project Description (15 points)

a) Organization of the project 4
b) Development of the project.....4
c) Detailed description of the project 4
d) Submission (introduction, conclusion, language, etc.) 3

TOTAL POINTS……100

Reward: The winner will receive a keeper plaque and club banner crest. The winners name will also be added to the National Plaque.

BOAKE EFFICIENCY AWARD

Purpose:
To promote a minimum standard of excellence for club administration in the Association and to recognize the efficient and effective administration of clubs. For mandatory requirements see the portfolio in the Club President's Manual, on the national website or contact Kin Headquarters.
Reward: Certificate; banner crests available from Kin Sales; each year the District with the highest ratio of clubs who have earned the Boake Efficiency Award will be recognized.

OUTSTANDING MASTER CLUB AWARD

Purpose:
To promote a standard of excellence for club activities and administration in the Association and to recognize the achievement, leadership and participation of outstanding clubs. For mandatory requirements see the portfolio in the Club President's Manual, on the National web site or contact National Headquarters.

Reward: Shield shaped banner crest to be presented at the District Fall Leadership Conference.

DECEW PHEE OUTSTANDING DISTRICT AWARD

Purpose:
To challenge the governor and district executive to achieve outstanding administration in their district and thus, by fulfilling the requirements, become effective leaders in the Association. For mandatory requirements see the portfolio on the National web site or contact National Headquarters.

Reward: The winning district along with the names of the governors will be added to the National Plaque. A keeper plaque with the name of the district and the governors will also be awarded to the governors.

OUTSTANDING DEPUTY GOVERNOR AWARD

Purpose:
To challenge the deputy governor to achieve outstanding administration in his/her zone and thus, by fulfilling the requirements, become an effective leader in the Association. For mandatory requirements see the portfolio in the District Leadership Handbook, on the National web site or contact National Headquarters.

Reward: Keeper plaque to be presented at the District Fall Leadership Conference.

FOUNDING MEMBERS AWARD AND KINETTE PUBLIC SPEAKING AWARD

Purpose:
To stimulate self-development in Kin by means of public speaking.

Eligibility:

1. A contestant at the national level will have been a winner in his/her club, zone, and district competitions all in the same year. In the event of illness or other inability to attend National Convention, the district runner-up shall be deemed to qualify.
2. All members in good standing of the association shall be eligible to compete for these awards
3. The competitors of a national public speaking competition will be considered ineligible to compete at any level the following two Kin years as of the conclusion of national convention.

Note: All male members of the Association shall participate in the Kinsmen Founding Members competition, and all female members of the Association shall participate in the Kinette Public Speaking competition.

General Criteria for Speeches and Competitions:

1. Topic: preferably, but not necessarily, on some phase of Kin
2. Length: speeches shorter than five minutes and longer than ten minutes will be disqualified
3. Timing: a speaker's light shall be used in the following manner:
   a) first light - 5 minutes
   b) second light - 9 minutes
   c) third light - 10 minutes
4. Continuity: speeches will be materially the same as presented at District Convention
5. Authenticity: speeches must be authored by the speaker

National Competition:

1. Notification procedure: immediately following the determination of the district winner, each winner should immediately notify National Headquarters of his/her name, address, phone number(s), fax number (if any), email address and preferred travel arrangements to the National Convention
2. Participant's expenses: the following will be provided -
   a) One single return air fare (lowest available rate) between the closest major cities. (Participants are not to purchase their own tickets). Air tickets will be forwarded or alternate travel arrangements made.
   b) Single convention registration.
   c) Four nights shared accommodation.
3. Place of competition: at the National Convention immediately following the district competition at which the district winners are determined
4. The co-ordinator of the competition will be the National Awards Committee Chair, whose duties will include hosting a speakers reception, chairing the competition and providing a written critique to all participants following the competition

Judging:

1. The National Awards Committee shall appoint two panels of three judges, one panel to judge Kinette presentations and one to judge Kinsmen presentations.
2. At least one member of each panel will have no affiliation with the Association.
3. Each panel will select a chair that will oversee the tabulation of results and advise the co-ordinator of it.
4. Each panel shall determine a winner and a runner-up.

Criteria for Judging:

The marking system below will be a guide for both speakers and judges alike:

PART 1 - Material (40 points)

A) Treatment of Topic

Introduction 3
Knowledge of subject 4
Idea content 3
Organization of material 3
Development of material 3
Recapitulation and conclusion 4

B) Language

Choice of words 5
Sentence structure 5
Grammatical usage 5
Originality and inventiveness 5

PART 2 - Delivery (60 points)

A) General Effectiveness

Audience attention 4
Audience reaction 5
Achievement of purpose 5
Challenge to thought 5
Sincerity and conviction 8
Methods to impress audience 5

B) Appearance and Voice

Approach 3
Stance 3
Voice and tone quality 6
Platform manners and gestures 5
Fluency of speech 7
Composure 4

TOTAL 100

KINSMEN AND KINETTE SENIOR & JUNIOR BULLETIN AWARDS

Purpose:

To provide a guideline for clubs to follow to produce an effective means of club communication, and to recognize the effort of the bulletin editor and club for an outstanding publication.

Division of Awards:

- Kinsmen Ritchie Senior - clubs of 15 and more members
- Kinsmen Ritchie Junior - clubs of 14 and less members
- Dawn Freeland Kinette Senior Bulletin Award - clubs of 15 and more members
- Kaye Turner Kinette Junior Bulletin Award - clubs of 14 and less members

Membership taken as of October 31st of the Kin year they are judged and that it be based on the "official" membership in the club as defined in the National By-Laws.

Submission of Entries:

1. Entries shall only be the winning bulletins for each division from each district in the Association for that year.
2. All entries shall be submitted to national headquarters within 10 days of the close of the spring district convention or by June 30th, whichever comes first.
3. Entries must contain **four sets of five issues**. Each set must contain the same issues.
4. All entries shall become the property of the Association and as such will not be returned to the club.
5. Electronic versions of bulletins must be provided in printed format.

Judging:

1. Entries shall be judged by a national committee of judges named by the national awards committee.
2. Entries shall be judged according to material and appearance. The mandatory requirements and maximum allowable points for the various items to be considered shall be as outlined below.
3. All entrants shall receive a written critique within 60 days of National Convention.
4. The committees shall determine a winner and a runner-up for each award.

Judging Criteria:

A. Mandatory Requirements (each issue)
   1. Outside front cover, inside front cover or first immediate page following.
      a) Club name, zone and district
      b) Names of club president and bulletin editor
      c) Club contact information
      d) Date, time and place of meeting
      e) Issue number of bulletin
   2. Minutes of last general meeting
   3. President's report
   4. List of upcoming events.

B. Content ..... … points

1. Club Activities
   a) Activities of club members, birthdays, etc. 5
   b) Reports on social events.....5
   c) Reports/Updates on service projects 5
   d) Articles submitted by club members (other than bulletin editor).....5
   e) Kin profiles/Kin Kid section.....5
2. Editorials(5 points each to a maximum of 10)…….10
   a) Must be original and be labelled as editorials
   b) Can be submitted from anyone in the club or community
3. Kin Education.....15
4. Association News
   a) Zone news 10
   b) District news.....10
   c) National news 5
   d) Kin Sales ad placed in the club bulletin…….. 5

Total Section B.....80

C. Presentation
   1. Layout and quality of production 10
   2. Quality of content; reader's interest, humour and good taste 15

Total Section C.....25

GRAND TOTAL.....105

Reward: National Banner and keeper plaque

DOUGLAS ANTHONY OUTSTANDING DISTRICT MEMBERSHIP DIRECTOR AWARD

Purpose:
To recognize outstanding District Membership Directors and to provide them with a business plan template to address the various issues of membership and growth. For mandatory requirements see the portfolio on the national website or contact National Headquarters.

Reward: Name on National Plaque and Keeper Plaque

DIANE ROGERS KIN PRIDE AWARD

Purpose: To challenge new members of less than three years to locate the correct answers, pursue Kin educational materials, and to contact Kin across Canada in search of correct responses.

Eligibility: All Kin with three years experience and less as of February 01.

Reward: Each participant will receive a commemorative badge add-on and their District Convention and the winner will receive a keeper plaque and their name on the national plaque.

Deadline for Submissions: The exam questions will be posted on the National Website on March 01 of each year. All entries must be submitted to National Headquarters postmarked no later than April 15 of the same year.

General Criteria: All present and past members of the Association may be contacted so seek answers **except** the following: National Membership Committee, Kin Headquarters Staff, current National Presidents and Diane Rogers.

KEN PIERCE MEMBERSHIP GROWTH AWARD

Purpose:
To recognize club membership growth

Eligibility:
Any club that has increased its membership as of June 30th by at least one member from the previous June 30th.

Reward:
Each club achieving this award will be presented with a certificate at their District Fall Leadership Conference.

THE BILL SKELLY AWARDS

Purpose:
To recognize outstanding Kin-CF events

Eligibility:
Any Kin-CF fundraising project that has taken place between June 1 and May 30. There will be one award presented in each district.

Reward:
Award Presentation at National Convention Banner and recognition in *Kin-CF Chronicle*

Deadline for Submission: June 10

Judging:
To be done by a panel of Kin and CF representatives, based on the following criteria:

- Development of the project
- Organization of the project
  - Participation of club members in project
  - Resources required
- Was the profile of Kin and CF raised in the community?
- Were significant funds raised for CF research?

Photos, media clippings and promotional materials from the event are appreciated.

Judges will consider the membership of the Club and the size of the community when selecting winners.