



Deadline April 15th

**Federated Garden Clubs of Vermont
Awards Application**

Award #: _____ **Award Name:** _____

Submitted by: _____ **Number of members in club:** _____
[Enter name exactly as it should appear on any award received] **Date:** _____

Name of State Garden Club: Federated Garden Clubs of VT **Number in state garden club:** _____

Acting State Awards Chairmen: Jo Fretz **Phone:** 802-773-2554 or 802- 345-1814
Email: dfretz39@gmail.com

- **Application form is limited to three printed pages, – front of pages only. (No report cover, binders, or plastic sheets allowed).**

- **Send to:** Jo Fretz, 694 Upper Cold River Road, Cuttingsville, VT 05738
dfretz39@gmail.com
Telephone: 802-773-2554 or 802- 345-1814

• **Application form will not be returned. Save entry for your files.**

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

1. New project: Yes No
2. **Beginning date:** _____ **Completion date:** _____
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. Attach or insert photos, digital photos, and/or landscape plan (does not need to be professionally drawn)

Federated Garden Clubs of Vermont General Awards

The Federated Garden Clubs of Vermont Awards provide a pathway for garden clubs in Vermont to acknowledge and appreciate the work of our members, clubs and organizations which provide support to meet our purpose.

1. Applications for State Awards must be received by the State Awards chairperson by April 15.
2. Awards year is May 1 and April 30.
3. Awards are open to FGCV club members.
4. Applications must include the FGCV Application Cover Sheet.
5. Applications should be sent electronically. PDF is the preferred format; WORD is accepted.
6. Applications will not be returned.
7. Do not submit an exact duplicate application for more than one award.
8. General Scoring points will be used for scoring unless otherwise indicated in award description.
9. Certificates to be awarded to selected winners, announced, and distributed at the FGCV Annual Meeting
10. Procedure for Awards Application:
 - There is a three (3) page application form. Only the front of the pages may be used. All the questions on the form must be answered unless stated otherwise.
 - The front page is the Application Form. The other three (3) pages are for your write-up and photos. The second and third pages can include photographs and/or publicity. Award application pages must have identification of award # and award name.
 - Binders and vinyl sheet protectors are not allowed.

Scale of Points for Awards unless otherwise noted in

Award description

Presentation 5 pts.

Neat, concise, includes all required information on FGCV Application form (3 sheets allowed), or the Book of Evidence if required.

Achievement 65 pts.

Scope of project; need & fulfillment; benefit; accomplishment; comprehensiveness of work; activities to attain goals; evaluation of goals reached; educational; prior planning; very brief history if continuing project; financial report; other.

Participation 15 pts.

Size of club; involvement of members, community, government agencies, professionals, youth, residents in facilities, others. Not all of these have to be involved.

Record or Documentation 15 pts.

Supporting data (as applicable), clear, well-labeled and neatly attached before & after photographs if applicable, landscape plan (does not have to be professionally drawn), financial report, letters of appreciation, community awards, newspaper/magazine articles (if possible), radio or TV script (if possible), etc. Photocopies are permitted.

Total 100 pts.

All winners of the State Awards will be presented with a Certificate of Merit. Awards with monetary award are listed.

I. Publications

A. Yearbooks

CATEGORIES BY CLUB SIZE

- A. Clubs under 20 members
- B. Clubs 20-29
- C. Clubs 30-44
- D. Clubs 45-69
- E. Clubs 70-99
- F. Clubs 100 or more members

Complete necessary information on **FGCV Application Form** answering all of the questions. Firmly clip two (2) copies of the completed application to the front cover. FGCV winners will receive a Certificate of Merit.

The Awards Chairman may also submit a book scoring 95 points, or above, to NEGC for submission for an NGC Award before the NEGC due date.

Club programs should cover some of the following:

Civic Beautification

Garden Therapy

Pollinators

Landscape Design

Birds

Butterflies

Youth

Floral Design

Horticulture

Blue Star Memorials

NEGC/NGC Projects

SCALE OF POINTS FOR SCORING YEARBOOKS

FORMAT:

- **Book Structure 2 points:** Practical, convenient size for membership, durable, neat. Yearbooks may be stapled, spiral, or 3- ring binders. Material should be well placed with ample margins, and font size suitable for members to read.
- **Cover 2 points:** Include name of club, town, state organization, year, and appealing design. If 3-ring binder cover is used, substitute with paper cover and include required information listed above, and so note.
- **Title Page 2 points:** Include name of club, town, state organization, year, number of dues paying members, and affiliated organizations (district, region, NGC, other). If state and national dues are paid on associate/inactive/honorary members/, they are counted in total membership.
- **Table of Contents 1 point:** Number the yearbook pages and list topics on Contents Page.
- **Subsequent pages:** In any order most useful to members and best fit for page placement. Information in a club yearbook should be in logical order. National and State information does not have to be in front.
- **Membership Roster 2 points:** Complete mailing addresses, telephone numbers, and email addresses (if applicable). Avoid crowding. Suggestion to save space, "All area codes are (____) and postal zip codes are (_____)" unless otherwise noted.
- **List of Club Officers and Committee Chairmen 1 point.**

NGC Information 1 point: Name of the NGC President, the theme of the administration and a referral to the NGC website for further information.

- **Other Information 2 points:** Name of the Region Director, theme of Region and referral to the Region Website; Name of the State President, theme of the State President and a referral to the State Website
- **Calendar of Events 2 points:** List dates and locations for district/state/region/national meetings and events to encourage members to attend and to eliminate the setting of conflicting dates.
- **Programs: 50 points** Topics should cover a variety of NGC goals and objectives such as Birds, Blue Star Memorials, Butterflies, Conservation, Environment, Floral Design, Horticulture Therapy, Horticulture, Design, etc.)
 - Meets minimum number of meetings required by state (3 points)
 - List date and time of meeting, location with address (3 points)
 - List name of speaker/s, qualifications (brief), program title (4 points) Variety of program topics (theme not required) (14 points)
 - Variety of styles of programs (lectures, tours, etc.) (12 points)
 - Variety of speakers (specialists, members, etc.) (14 points)

- **Projects: 35 points:** Projects involve actual membership participation that benefit the community and further NGC Goals and Objectives. Some fundraisers (sale of bulbs, bedding plants, herbs, etc.) may help to promote NGC Member Services as well as publicize our organization and goals. Certain social activities may lead to membership increase. State such in descriptions.
- **List continuing and new projects (a club is not required to have new projects)**
- **Give brief word description of projects:** include location, name of chairperson, how members participate, list of donations. If applicable, in-kind donations if applicable, plans for maintenance if applicable, etc.

Optional: (No points given to the following) However they could fill available space. Some clubs include bylaws, budget, fundraising, roll call, former club presidents. Club theme: If theme is used, it should be evident throughout the book. Themes may be interpreted with monthly program topics and/or titles, graphics, quotes. Other Optional information: NGC Mission Statement, NGC Conservation Pledge, NGC Environmental Mission Statement, NGC Water Conservation Platform, Members who are life members in state, region and NGC Awards received the previous year.

B. Newsletters

A Certificate of Merit may be awarded to the best newsletter. Notices and flyers for one-time events do not apply. Include 3 hardcopy samples in one year under one-editorship. State number of issues per garden club year. Application form is required. Categories:

1. Newsletter, 8 ½ x 11" or one 8 ½ x 14 sheet of paper
2. Newsletter, 3-12 pages
3. Newsletter, 13-24 pages

II. Garden Club's Work in the following fields:

A. Civic Beautification

B. Gardens

C. Window Boxes and Containers

D. Anti-Litter/Pollution

E. Youth

1. Mabel Schwartz Junior Conservation Award
 - a. The group may be an established group of a garden club or may be organized solely for the purpose of this award. The group **must** work under the sponsorship of a member club of the FGCV.

- b. The word “conservation” is to be interpreted in its broadest sense:
 - i.e., clean-up and green-up of nature trails, plantings of all kinds, or any related projects
- c. Monetary Award, interest accrued from Mabel Schwartz Fund

2. Young Gardeners Award

Certificate of Merit given to the club that has done the most to involve children in NGC goals: Design, Horticulture, Garden Therapy, etc.

3. Smokey the Bear/Woodsy Owl Poster Contest

Smokey Bear encourages personal responsibility for fire prevention and/or Woodsy Owl promotes exploration and stewardship of the natural world.

The contest is open to all students, grade 1-5. It marks the **collaboration of NGC Inc., and the United States Forest Service.** First place winners in each club size category are to be submitted to the FGCV Chairman no later than January 15.

See the NGC website www.gardenclub.org for Poster Contest complete rules.

F. Conservation

G. Environmental Education through the

- 1. News Media
- 2. Club Programs
- 3. Projects
- 4. Public Meetings
- 5. Public Exhibits of Garden Club interests and concerns
- 6. Assistance to schools

H. Roadside Development

I. Individual within the club e.g.his/her own garden/s

J. Best ongoing project that has merit

K. Sponsoring individuals/groups other than garden club in field stated in II

L. Sponsoring an individual within a garden club stated in II

M. Project of Merit that doesn't fit into any other category

III. Sponsored Group Awards or Scholarships

A. Pamela C. Hebert Award for Historic Preservation

- 1. Save or restore an historic structure or landmark
- 2. Preserve an ancient cemetery or private burial ground

3. Restore or plant a garden
4. \$50.00 Monetary Award

B. Harriet A. Canfield Conservation Award

Award is presented to a club whose conservation project most enhances its community. The project may include involvement in a larger organization's endeavor.

1. Creation, improvement, or preservation of a wildlife habitat
2. Identification and labeling of flora in a public park or on nature trails, etc.
3. Clean-up or preservation of hiking trails, pond areas, stream beds, etc
4. Planting labeling and maintenance of trees on an appropriate site

C. Vermont Judges Council Award

Award is presented annually to the FGCV Garden Club that has best promoted floral design in their club activities. This may be accomplished through flower shows, design workshop, public exhibits, etc. To be eligible for this award, the following criteria must be met:

- Give a brief description of the event.
- Include 4-10 photographs with the name and date of the event ▪ Send to Awards Chairman by state due date.
- \$25.00 Monetary Award provided by the FGCV Judge's Council

IV Club and Community Awards

A. Golden Trowel Award

1. Each Club may recommend and receive an award for a person or group who made extraordinary contributions of time and talent to furthering the aims of a garden club.
2. The award may be given to garden club members or non-members.
3. A trowel pin and certificate will be presented to the winner/s.

B. Landscape for a Business

1. Each club is eligible to recommend one business in the area which has made an effort to use plants to improve the appearance of its premises.
2. A one-page description and pictures of the landscaping should be included.
3. A certificate of Merit will be presented to each winning business.

V Garden Therapy Grant

FGCV has a Garden Therapy Trust Fund. Accrued interest from this fund is available on a yearly basis to the club judged to have the most effective garden therapy program/s.

Complete the three (3) page State Award application form, including name and contact information for Garden Therapy Chairman as well as photos. Send to the State Awards Chairman by April 15.

VI Flower Shows

A. The Horticulture Award

Certificate of Merit awarded each year to a member of the FGCV who has received the most points for horticulture in FGCV flower shows. People may be nominated by their club presidents based on the shows they entered that year. Exhibitor must be a member of FGCV.

Ribbon Points as follows:

Top Exhibitor Award 6 pts. 90+ 5 pts. Blue 4 pts. Red 3 pts

Yellow 2 pts. White 1 pt.

B. The Louise Murray Award

A Certificate of Merit awarded to a member of the FGCV who in one year, between May 1 and April 30, has accumulated the greatest number of awards of ANY kind for DESIGNS exhibited at any FGCV flower show.

C. The Vermont Sweepstakes Award

A Certificate of Merit for a FGCV garden club for winning the most blue ribbons in DESIGN, HORTICULTURE and BOTANICAL ARTS in Vermont Flower Shows. The number of blue ribbons must be reported to the Awards chairman.

D. Ruth Dodge Flower Show Education Award

1. Eligibility: All member clubs of the FGCV.
2. Purpose: To be awarded to the member club presenting a Standard Flower Show with the greatest overall education value.

Selection: To be determined by a committee of three to include the Flower School chairman, Awards chairman, and Judge's Council chairman.

Judging: To be based on the Educational Exhibit Scale of Points p. 130 in The Handbook for Flower Shows Revised 2017

3. Monetary Award, accrued interest from Ruth Dodge Fund.

Exhibit must pertain to some facet of flower show work or NGC goals.

E. Jean Merriam Williams Flower Show Schedule Award

A Certificate of Merit will be presented for the best Flower Show Schedule in Vermont. Judging is to be based on the Schedule **Scale of Points pp. 135-138** in

The Handbook for Flower Shows Revised July 2022

Each club which has a flower show should submit two (2) copies of its schedule attached to the FGCV application form.

F. Standard, Small Standard, Petite, Horticulture Specialty, or Design Specialty Flower Show Award

To receive a **FGCV Flower Show Award** the club applying must follow the rules of the **National Garden Clubs (NGC)** and receive at **least an average of 80% on the judging. Judges will tell FS Committee the score at the end of Judging.** A **FGCV Award Form** is used to apply for this Award. A **Book of Evidence (BOE)** is also required.

A Book of Evidence (BOE) for a Flower Show must include: (a sample BOE can be found on the NGC website)

- FGCV Application Form, attached to inside cover of presentation booklet. Twenty (20) pages maximum
- Title page
- Table of contents
- Two schedules of the show
- At least one publicity item before or after the show with the date and name of the newspaper or other publication. Digital copies accepted.
- Photographs of winning designs, winning horticulture specimens and winning exhibits. The winning horticulture specimens may be grouped together in a picture. *
- Photographs of the theme staging and overall views of the staging of each division must be included.
- * Judges' evaluation sheets (supplied by the Awards chairman)
- * Floor plan
- *Brief financial report

* Required only when club is applying for an NGC award.

A show which receives at least **95% is eligible for an NGC award. Judges asked to Evaluate the FS for an NGC Award will need to fill out NGC FS Evaluation Forms.** Judges judging the show may be asked to also Evaluate the show or a separate panel of judges may be requested to evaluate the show. When planning a Flower Show for an award, the show committee must notify the Awards chairman of the date at least one month in advance.

NGC FLOWER SHOW Achievement Award has its own Application. NGC Achievement Award Rules and Application can be found on the National Garden Clubs website.