

73<sup>rd</sup> Annual  
Michigan District of Key Club  
Service Leadership Conference  
2024



Awards and Contests Packet

# Introduction

All Key Clubs and Key Clubbers in good standing are encouraged to participate in the various contests and awards described in this packet. All contest and award applications are to be submitted through the online application no later than **January 23, 2024 at 11:59pm unless otherwise listed. NO LATE CONTEST OR AWARD APPLICATIONS WILL BE ACCEPTED.** First place winners of contests or awards sponsored by Key Club International may also be entered for recognition at the Key Club International Convention. You are responsible for submitting these entries.

In addition to attaching the application from International for the **International contests and awards** with your entry at SLC, please fill out the below online applications. You can find all contest and award applications below:

- [Alexander Ramsey “Sandy” Nininger Outstanding Key Clubber Award](#)
- [Andy Bryan Interclub Award](#)
- [Club Video Contest](#)
- [Digital Poster Contest](#)
- [District Project Award](#)
- [Greg Smith Outstanding Faculty Advisor Award](#)
- [Kiwanis Family Relations Award](#)
- [Major Emphasis Award](#)
- [Maria Ciavarella Outstanding Kiwanis Advisor Award](#)
- [Non-Digital Poster Contest](#)
- [Non-Traditional Scrapbook](#)
- [Oratorical Contest](#)
- [Outstanding Club President Award](#)
- [Outstanding Club Vice-President Award](#)
- [Outstanding Club Secretary Award](#)
- [Outstanding Club Treasurer Award](#)
- [Outstanding Club Bulletin Editor Award](#)
- [Outstanding Club Webmaster Award](#)
- [Partners in Service Award](#)
- [Single Service Award](#)
- [Talent Contest](#)
- [Traditional Scrapbook](#)

# Finding Forms

In this packet, you will find information on contests and awards you may enter and submit before January 23, 2024. You will need to complete the corresponding online application required for these contests and awards and submit it before the time the application is due. The below contests and awards are sponsored by Key Club International and the forms in the links below must accompany your submission at SLC.

- [Club Poster \(Digital and Non-Digital\) Contest](#)
- [Single Service Award](#)
- [Video Contest](#)
- [Major Emphasis Award](#)
- [Scrapbook \(Traditional and Non-Traditional\) Contest](#)
- [Annual Achievement Report](#) (This can be turned in during registration at SLC)

Rules for judging and qualifications for the above-mentioned awards can be found in the most current copy of the [Key Club Guidebook](#), which is available on the Key Club International website. The following contests are also sponsored by Key Club International. There is no official form for entry, so the Michigan District has created their own which is also released with the other online applications.

- [Talent Contest](#)
- [Oratorical Contest](#)
- Alexander Ramsey “Sandy” Nininger Jr. Award

The Michigan District of Key Club sponsors the following awards. Nomination requirements/rules are listed in this packet for each award listed below.

- Outstanding Club Officer Awards
- Greg Smith Outstanding Faculty Advisor Award
- Maria Ciavarella Outstanding Kiwanis Advisor Award
- District Project Award
- Kiwanis Family Relations Award
- Andy Bryan Interclub Award
- Partners in Service Award

# Contest Overview

## **\*\*Club Poster Contest\*\***

The **Digital and Non-Digital Poster Contest** is for clubs to showcase how they recruit members in their school for Key Club. The definitions and requirements which must be met are found in the [Key Club Guidebook](#). One of the requirements is that the poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district.

## **\*\*Year in Review (Scrapbook Traditional/Non-Traditional) Contest\*\***

This contest is designed to allow Key Clubs to showcase their year of service in a Traditional OR Non-Traditional Scrapbook entry. The Year in Review cost sheet **MUST** be submitted with the scrapbook entry when it is turned in for judging.

A **Traditional Scrapbook** should be a scrapbook containing pictures, souvenirs, newspaper clippings, or other representations of the Key Club's activities during the club administrative year. Each entry should portray the following categories: 1. Service to school, 2. Service to community, 3. Fundraising projects, 4. Kiwanis Family functioning, 5. Major Emphasis involvement, and 6. Other activities the club feels would be necessary to showcase their activities for the year.

A **Non-Traditional Scrapbook** is a presentation of the same categories as required for the Traditional Scrapbook, but in other formats displaying the same Key Club's activities. This can include surf boards, megaphones, treasure chests, etc. Let your imagination run wild!

## **\*\*Club Video Contest\*\***

The **Club Video** contest is designed to be used as a promotional video for Key Club as an organization and/or the Key Club within its respective community. The cost to produce the video should not exceed \$300 and should not exceed 60 seconds in length.

## **\*\*Talent Contest\*\***

The **Talent Contest** allows Key Clubbers to showcase their talents. Whether you can sing, dance, play a musical instrument, juggle, or do something else which may wow the other attendees at the Service Leadership Conference. Enter this contest and have a chance to perform on Saturday night at the Awards Banquet. Please fill out the online Talent Contest application before the January 23rd deadline to participate in the Talent.

**NO LATE ENTRIES WILL BE ACCEPTED!**

# Contest Overview

## **\*\*Oratorical Contest\*\***

Do you have the gift of gab? Do you have a way to wow over a crowd with your oratorical skills? Then plan on entering this year's Oratorical Contest. The topic for the 2024 Oratorical Contest is:

While Key Club is only for teens, it undoubtedly leaves you a legacy for the rest of your life. What lessons has Key Club taught you that will transcend your time in school and help guide you in the future?

Please fill out the online Oratorical Contest application before the January 23rd, 2024 deadline to participate in the Oratorical Contest.

**NO LATE ENTRIES WILL BE ACCEPTED!**

**\*\*Denotes contests or awards sponsored by Key Club International. You must submit the contest or award with the official form from Key Club International and winners are eligible for awards at the Key Club International Convention. You will need to submit these on your own. The district has no responsibility to submit these for you.**

Any questions on awards or contests should be addressed to the awards committee at [awards@mikeyclub.org](mailto:awards@mikeyclub.org).

# Awards Overview

## **\*\*Major Emphasis Award\*\***

This award is given to the club that has produced the best Major Emphasis project during their service year. Please use the [Key Club Guidebook](#) to prepare your entry for consideration for this award.

## **\*\*Single Service Award\*\***

This award highlights a special project that makes your club unique! Please use the [Key Club Guidebook](#) to prepare your entry for consideration for this award. You must submit a one (1) page synopsis of your project outlining the areas to be judged as identified on the entry form and in the Key Club Guidebook. You can only submit the same project for 2 consecutive years in a row to be considered for this award.

## **\*\*Alexander Ramsey “Sandy” Nininger Jr. Outstanding Key Clubber Award\*\***

Does your club have an outstanding member who nearly measures up to the standards or success of former Key Clubber Alexander Ramsey “Sandy” Nininger Jr.? Do they go the extra mile and dedicate themselves to the club? Requirements for nomination are on the outline in this packet. Nominate this individual for this award!

## **\*\*Annual Achievement Report\*\***

This award recognizes clubs for the work they do during the Key Club administrative year.

Clubs who achieve a predetermined number of points established by the Key Club International Board will be recognized with “Distinguished Club” or “Distinguished Club Diamond Level” patches at SLC.

## **Outstanding Club Officers’ Award**

Nominate your club president, vice-president, secretary, treasurer, bulletin editor, and webmaster for their outstanding work during the year to be considered for their respective Outstanding Club Officers’ Award. Please complete the online application to nominate your club officer.

## **Greg Smith Outstanding Faculty Advisor Award**

Nominate your club’s Faculty Advisor for their outstanding dedication and work throughout the year. Please complete the online application to nominate your Faculty Advisor.

# Awards Overview

## **Maria Ciavarella Outstanding Kiwanis Advisor Award**

Nominate your club's Kiwanis Advisor for their outstanding dedication and work throughout the year. Please complete the online application to nominate your Kiwanis Advisor.

## **District Project Award: Environmental Protection**

Explain why some of your club's projects best reflect this year's District Project: Key Club Serves Kids. Submit the projects through the online application.

## **Kiwanis Family Relations Award**

This award recognizes clubs that show a working relationship with their sponsoring Kiwanis Club and other members of the Kiwanis Family. Complete the online application to nominate your club for this award.

## **Andy Bryan Interclub Award**

This award is presented to clubs that have interclubbed (attended a meeting or project/event) with **EVERY ACTIVE** club in their division.

## **Partners in Service Award**

Key Club International's preferred charities are: Schoolhouse, Collegewise, Erika's Lighthouse, UNICEF, and the Thirst Project. This award is given to a club that actively supports and participates in events with these charities. Make it a goal to have an event catered around each charity to help you stay on track.

**\*\*Denotes contests or awards sponsored by Key Club International. You must submit the contest or award with the official form from Key Club International and winners are eligible for awards at the Key Club International Convention. You will need to submit these on your own. The district has no responsibility to submit these for you.**

Any questions on awards or contests should be addressed to the awards committee at [awards@mikeyclub.org](mailto:awards@mikeyclub.org).



## 73rd Annual Michigan District Service Leadership Conference

### *Non-Digital Poster*

- A. Each Key Club may enter one of the two poster contests (non-digital or digital).
- B. The first place Non-Digital Member Recruitment Poster Contest winner from each of the organized Key Club Districts will be eligible to compete in the contest. In the case a District does not hold a district contest using the prescribed rules of this contest, the district may select an entry by other means and so certify by signature of the District Administrator. Clubs existing within a non-districted area shall submit their entries to Key Club International.
- C. The poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district.
- D. Entries in this category may not include material produced through electronic means, such as cameras and computer software, except in that the submission will consist of a picture taken of the final product. The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch for the prescribed contest dimensions. The poster should not measure more than one-eighth inch in thickness.
- E. The following information must be submitted with each entry:
  - 1. Name of the Key Club and district.
  - 2. Contact name and information for the artist producing the poster. The artist(s) must be a Key Club member(s).
- F. Posters will be judged according to the following criteria:
  - Originality/Creativity .....50 points
  - Effectiveness for membership recruitment .....25 points
  - Appearance and artistic expression.....25 points
- G. Suitable awards will be presented to first, second, and third places non-digital posters at International Convention.
- H. Winning entries will become the property of Key Club International and will not be returned to clubs. Key Club International reserves the right to reproduce any contest winners, providing appropriate credit to the Key Club and artist.
- I. All entries shall be in good taste and appropriate to the standards set by the Guidebook and Brand Guide of Key Club International.
- J. The decision of the judges is final, and no changes, alterations, or re-gradings will take place after the results have been certified by the judges of this contest.





# 73rd Annual Michigan District Service Leadership Conference

## *Digital Poster*

- A. Each Key Club may enter one of the two poster contests (non-digital or digital).
- B. The first place Key Club Poster contest winner from each of the organized Key Club districts will be eligible to compete in the contest. In the case a district does not hold a district contest using the prescribed rules of this contest, the district may select an entry by other means and so certify by signature of the district administrator. Clubs existing within a non-districted area shall submit their entries to Key Club International.
- C. The poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district.
- D. Entries in this category may include materials produced with electronic means, such as cameras and computer software. The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch for the prescribed contest dimensions. The poster should not measure more than one-eighth inch in thickness.
- E. The following information must be submitted with each entry:
  - 1. Name of the Key Club and district.
  - 2. Contact name and information for the artist producing the poster. The artist must be a Key Club member.
- F. Posters will be judged according to the following criteria:
  - Originality/Creativity ..... 50 points
  - Effectiveness for membership recruitment ..... 25 points
  - Overall appearance/artistic expression ..... 25 points
- G. Suitable awards will be presented to first, second, and third places.
- H. Winning entries will become the property of Key Club International and will not be returned to clubs. Key Club International reserves the right to reproduce any contest winners, providing appropriate credit to the Key Club and artist(s).
- I. All entries shall be in good taste and appropriate to the standards set by the Guidebook and Brand Guide of Key Club International.
- J. The decision of the judges is final and no changes, alterations, or regrading's will take place after the results have been certified by the judges of this contest.



## 73rd Annual Michigan District Service Leadership Conference *Year in Review - Traditional Scrapbook*

- A. A Key Club may enter a scrapbook containing pictures, souvenirs, examples, newspaper clippings, etc., of its activities during the club administrative year (defined as being from District Convention to District Convention). Each scrapbook must be divided into these categories: service to school, service to community, fundraising projects, assistance to Kiwanis projects, Major Emphasis involvement and miscellaneous. Each category must be separated accordingly by tabs. Pages must be numbered with a table of contents included at the beginning of the scrapbook. Judges will deduct five points for missing tabs and five points for a missing table of contents. Only the first- and second-place district winners in each category will be eligible to compete in the International contest. Clubs existing within a non-districted area shall submit their entries to Key Club International.
- B. Each entry is required to be submitted in a scrapbook binder measuring no larger than 14 inches wide and 14 inches high. The cover may be decorated.
- C. Judging of the scrapbook will be on a point system as follows:
- |  |           |
|--|-----------|
| <b>Visuals (30 Points)</b>                   |           |
| Artwork and decorations .....                | 15 Points |
| News clippings and photographs.....          | 15 Points |
| <b>General content (80 Points)</b>           |           |
| Service to school .....                      | 20 Points |
| Service to community.....                    | 20 Points |
| Fundraising projects .....                   | 10 Points |
| Assistance to Kiwanis projects .....         | 10 Points |
| Involvement with Major Emphasis Program..... | 10 Points |
| Miscellaneous.....                           | 10 Points |
- D. A sheet of paper must be affixed to the inside front cover of the scrapbook containing the following: Key Club name, city, state/province, district and an itemized statement of the total expenditures and donations associated with the creation of the scrapbook. If this sheet of paper is not affixed to the inside front cover of the scrapbook, the judges will deduct ten points. This statement must be signed by the Key Club president and Faculty Advisor, stating the scrapbook's retail cost value (including photographic materials) does not exceed the amount of US\$300. Work done by Key Club members such as hand-lettering, artwork, etc., need not be included as cost items. Failure to comply with this rule will result in disqualification.
- E. Each scrapbook being judged at the International Convention MUST be the exact same scrapbook judged at the district convention. Any alterations in the scrapbook will result in disqualification.
- F. Entries shall be submitted to the Key Club convention contest office during specified hours as listed in the convention program.
- G. Suitable prizes will be awarded for first, second, and third place scrapbooks judged best on the basis of visuals and content.
- H. The decisions of the judges are final, and no changes, alterations, or re-grading's will take place after the results have been certified by the judges of this contest.
- I. No audio, visual, or computer equipment will be allowed as part of the entry.



## 73rd Annual Michigan District Service Leadership Conference

### *Year in Review – Non-Traditional Scrapbook*

- A. A Key Club may enter a non-traditional scrapbook or composition of other media containing pictures, souvenirs, examples, newspaper clippings or other representations of its activities during the club administrative year (defined as being from District Convention to District Convention). Clubs existing within a non-districted area shall submit their entries to Key Club International.
- B. Each entry should adequately portray the following categories: service to school, service to community, fundraising projects, Kiwanis Family functioning, Major Emphasis involvement and miscellaneous.
- C. Judging of the entry will be on a point system as follows:
- Presentation (70 Points)**
- |  |           |
|--|-----------|
| Uniqueness/creativity of project presentation..... | 30 Points |
| Artistic value and visual appearance.....          | 20 Points |
| Newspaper clippings and photographs.....           | 20 Points |
- General content (60 Points)**
- |  |           |
|--|-----------|
| Service to school .....                      | 10 Points |
| Service to community.....                    | 10 Points |
| Fundraising projects .....                   | 10 Points |
| Kiwanis Family interaction .....             | 10 Points |
| Involvement with Major Emphasis Program..... | 10 Points |
| Miscellaneous.....                           | 10 Points |
- D. A sheet of paper must be submitted with the entry and contain the following: Key Club name, city, state/province, district and an itemized statement of the total expenditures and donations. This statement must be signed by the Key Club president and faculty advisor, stating the entry's retail cost value (including photographic materials) does not exceed the amount of US\$300. Work done by Key Club members such as hand-lettering, artwork, etc., need not be included as cost items. Failure to comply with this rule will result in disqualification.
- E. Each scrapbook being judged at the International Convention MUST be the exact same scrapbook judged at the district convention. Any alterations in the scrapbook will result in disqualification.
- F. Entries shall be submitted to the Key Club convention office during specified hours as listed in the convention program.
- G. Suitable prizes will be awarded for first, second, and third place scrapbooks judged best on the basis of creativity and general content.
- H. The decisions of the judges are final, and no changes, alterations, or re-grading's will take place after the results have been certified by the judges of this contest.
- I. No audio, visual, or computer equipment will be allowed as part of the entry. The entry must be sturdy to allow handling by judges as necessary.



## 73rd Annual Michigan District Service Leadership Conference *Club Video Contest*

- A. The first-place promotional video winners from each of the organized Key Club districts will be eligible to compete in the contest. In the case a District does not hold a District contest using the prescribed rules of this contest, the District may select an entry by other means and so certify by signature of the District Administrator. Clubs existing within a non-districted area shall submit their entries to Key Club International.
- B. The promotional video must be produced by club members only at a cost not to exceed US\$300.
- C. The video should be promotional for Key Club as an organization and/or the Key Club within its respective school/community.
- D. The length of the completed video/DVD segment should be no more than 60 seconds.
- E. The video must be submitted via online submission containing no copyrighted music.
- F. The following information must be submitted with each entry:
  - 1. Name of the Key Club and District.
  - 2. Contact name and information for a Key Club member responsible for the submission.
  - 3. Itemized listing of all costs associated with the video/DVD production, including cost of the DVD.
- G. DVDs will be judged according to the following criteria:
  - Originality.....10 points
  - Promotion of Key Club.....20 points
  - Clarity of message.....20 points
  - Quality of production
  - Sound quality.....10 points
  - Picture quality.....10 points
  - Overall impression ..... 30 points
- H. Suitable awards will be presented to first, second, and third place at the International Convention.
- I. All entries will become the property of Key Club International and will not be returned to clubs. Key Club International reserves the right to reproduce or broadcast any contest entries. Winners of the International club video contest shall be uploaded to the YouTube channel following the International convention.
- J. All entries shall be in good taste and appropriate to the standards set by the Objects of Key Club International.
- K. The decision of the judges is final, and no changes, alterations, or re-gradings will take place after the results have been certified by the judges of this contest.



## 73rd Annual Michigan District Service Leadership Conference *Talent Contest*

- A. Each Key Club may participate in no more than one act entered in the Talent Contest.
- B. A talent contest entry may take any form as long as it is entertaining and in good taste.
- C. All participants in an act must be members of a Key Club in good standing with Key Club International. In the case of a group act, all members must be from the same District.
- D. All acts entered in the international talent contest will be required to demonstrate their ability and entertainment appeal at preliminary auditions (time and place to be announced in the convention program). At this time, the most entertaining six to eight acts will be selected to appear in the International Talent Show as finalists.
- E. Selection of acts by the judges at the preliminary auditions, in so far as they are consistent with high quality performance, will be final.
- F. The time limit on each performance of the acts at a general session of the convention should not exceed six minutes.
- G. Any materials (props, instruments, costumes, etc.) that are needed for each performance must be supplied by the contestants who participate in that performance.
- H. Judging for this contest will be based on the following criteria and point values:
  - Content ..... 20 Points
  - Performance and entertainment value ..... 30 Points
  - Poise and confidence ..... 10 Points
  - Audience response ..... 20 Points
- I. The decisions of the judges are final, and no changes, alterations, or reassessments will take place after the results have been certified by the judges.



## 73rd Annual Michigan District Service Leadership Conference *Oratorical Contest*

- A. The topic for the oratorical contest **“While Key Club is only for teens, it undoubtedly leaves you a legacy for the rest of your life. What lessons has Key Club taught you that will transcend your time in school and help guide you in the future?”**

The subject matter of the oration and the presentation must be original and completely developed by each orator. These factors will be considered equally in determining who will receive awards.

- B. Each orator will be allowed a maximum of five minutes for his/her presentation. Exceeding the time limit by 10 seconds or more will result in a penalty unless extenuating circumstances exist.

- C. Each orator must be a member in good standing with Key Club International.

- D. Judging and awarding points will be based on the following criteria

### **Speech—50 Points**

Clarity of message and projection of ideas ..... 25 Points  
Depth ..... 5 Points  
Originality ..... 5 Points  
Structure (including organization, grammar, transitions, flow, etc.) ..... 15 Points

### **Delivery—50 Points**

Presence (posture, gestures, and ability to engage the audience) ..... 15 Points  
Voice (tone, diction, effectiveness, pronunciation) ..... 15 Points  
Ease of presentation and intimacy with audience ..... 15 Points  
Attention of audience ..... 5 Points

- E. The first-place orator from each of the organized Key Club Districts will be eligible to compete in the International Oratorical Contest. In the case a District does not hold a District contest to determine the first-place orator, the District may select an orator by other means and so certify him/her by signature of the District Administrator. Orators located within a non-Districted area shall submit DVDs containing videos of their speeches to Key Club International.
- F. During the Service Leadership Conference, an opportunity to present speeches will be given to all entrants (time and place will be announced in the conference program), and the top orator will be selected to present their speech at the Awards Banquet.
- G. The top three orators will be notified and will receive suitable awards and recognition for their excellence in public speaking.
- H. The decisions of the judges are final, and no changes, alterations, or reassessments will take place after the results have been certified by the judges.



## 73rd Annual Michigan District Service Leadership Conference

### *Major Emphasis Award*

- A. Only one winner in the district contest will be eligible for entry in the International competition.
- B. Report must be typed. Each section found in Section G must begin on a new page and each page must have a heading specifying the section being described. There is no word limit. The official Major Emphasis Involvement Report cover sheet must accompany all entries. It must be completed in its entirety.
- C. The activity described can cover any phase of Key Club Major Emphasis involvement specifically highlighting personal development and social interaction of children during the year from district convention to district convention. The report may include newspaper clippings, substantiating photographs or other pertinent information. Projects acceptable for this award may include both hands-on service and fundraising efforts.
- D. Reports will be judged according to the amount of Major Emphasis activity described in Section G.  
Suitable recognition and awards will be presented to the Key Club filing the best Major Emphasis Report in compliance with these rules. This award will be given at the international convention. There are no platinum, silver, gold or bronze divisions in this contest; instead there are first, second and third place awards.
- E. To be eligible for the International contest, the report that wins the district contest must be received by the Key Club International Office, 3636 Woodview Trace, Indianapolis, IN 46268-3196, no later than the first Friday in May.
- F. The decisions of the judges are final, and no changes, alterations, or re-grading's will take place after the results have been certified by the judges.
- G. The section to be described and the points for each are indicated below:
  - 1. **The Need (10 points)** —A statement must establish in what way the project deals with the ME.
  - 2. **The Plan (10 points)** —Describe how the project was organized.
  - 3. **Implementation (20 points)** —Describe the steps taken to implement the plan.
  - 4. **Final Results (25 points)** —Describe the benefits of the service rendered.
  - 5. **Partnerships with the KCIs preferred charities and partners (10 points)** — Describe actions and partnerships formed. Describe how the project was publicized.
  - 6. **Percentage of Club Members Participating (10 points)** —  
01-09% = 1 point    50-59% = 6 points  
10-19% = 2 points    60-69% = 7 points  
20-29% = 3 points    70-79% = 8 points  
30-39% = 4 points    80-89% = 9 points  
40-49% = 5 points    90-100% = 10 points
  - 7. **Club's Overall Program Dealing with MEP (25 points)** —Describe any other projects/programs your club implemented to address the Major Emphasis. Describe how your club worked with ME during other parts of the year.



## 73rd Annual Michigan District Service Leadership Conference *Single Service Award*

- A. A qualifying single service project shall be defined as a club service project, planned, organized and produced by the Key Club occurring on a single day, consecutive days or recurring on different days. Projects acceptable for this award may include both hands-on service projects and fundraising efforts. In the case of a recurring project, it is the same project that must be repeated for the purpose of achieving the same service goal.
- B. Entries shall use the official Single Service Report form and shall be submitted to the District for competition according to the guidelines as set by the district. Clubs existing within a non-districted area shall submit their entries to Key Club International.
- C. Clubs shall compete with other clubs of similar size within four membership categories: Bronze, being 35 members or less; Silver, being 36 to 60 members; Gold, being 61 to 85 members; and Platinum, being 86 members or more.
- D. Entries shall be judged based upon an accumulated total of points allocated to the following categories:  
service need, 10 points; project plan, 20 points; project implementation, 20 points; final results, 25 points; public awareness, 10 points; members participated, 15 points.
- E. Only activities which occurred during the district administrative year shall be included on the report. Clubs existing within a non-districted area shall report activities occurring between May 1 and the following April 30.
- F. Judging of all entries within each district shall determine one first place winner, and other levels of recognition as deemed appropriate, in each membership category. Each first place report should be forwarded to Key Club International for competition with other first place winners. No changes may be made in the report by the club, district or judging committee. Reports must be received by the first Friday in May.
- G. All entries from non-districted clubs shall be judged to also produce a first-place winner in each category. Reports must be received by the first Friday in May.
- H. An entry may be disqualified by the judges for reporting incorrect or false information or failure to submit a report according to the rules of the district's competition. Any disqualification at the district level requires the approval of the district administrator or his/her designee. An entry may be disqualified by the judges at the international level for the same reasons, and any disqualification requires the approval of the international director.
- I. Suitable recognition should be provided to clubs achieving first place and other places at district and international levels of competition. At each level of judging, the decisions of the judges are final. No changes, alterations or regrading will take place after the results have been certified by the judges.





# 73rd Annual Michigan District Service Leadership Conference

## *Alexander Ramsey “Sandy” Nininger Jr.*

### *Outstanding Key Clubber Award*

Key Club International makes available a gold medal bearing the likeness and name of a former Key Clubber, Second Lieutenant Alexander Ramsey “Sandy” Nininger Jr. Key Club International states that one senior boy or girl who most nearly measures up to the standards or success that Sandy exemplified will receive this medal at each annual Service Leadership Conference (SLC).

When Sandy Nininger entered high school, he was as ordinary in physique and general ability as any other person in his class. By the time he graduated, he had the highest scholastic average over the four-year period and had a fair record in other school activities, all of which he earned through diligence and hard work. He carried those qualities to West Point and into the United States Army. He was one of the heroes of the Battle of Bataan and was awarded posthumously the first Congressional Medal of Honor of World War II. For anyone to even be considered of the Sandy Nininger caliber is in itself, a very high compliment and challenge.

The rules of the award are simple: it will go to the student who has made the most of his or her ability, personality, and/or any special circumstances from the time of entering high school through graduation. His or her success is not to be measured against others, but on his or her own potential.

#### Eligibility

- Must be a member in good standing of Key Club International
- Must be a graduating senior
- Must be a continually active and diligent worker in the club
- Must **NOT** be an officer in the club
- Must have worked to the top of his or her potential
- It is recommended that this person attend the Service Leadership Conference**

#### Nominations

- Must be in essay form
- Must be no longer than two pages (Double Spaced)
- Must **NOT** be written by the nominated individual
- Must be **signed** and **dated** by the individual nominating
- Can be nominated by a fellow Key Club member, Faculty Advisor, or Kiwanis member

#### Guidelines

- Stress accomplishments of the individual compared to his or her ability, personality, physique, and circumstance
- Give examples of nominee's honesty, dedication, and sincerity
- Show the effects of the nominee's efforts within the club and community



## 73rd Annual Michigan District Service Leadership Conference *Outstanding Club Officer Awards*

Each officer in the club level (President, Vice-President, Secretary, Treasurer, Bulletin Editor, and Webmaster), has an opportunity to be nominated and receive the Outstanding Officer Awards. Each nomination must include the following as well as any office specific forms or requirements (see next page).

- A one (1) page synopsis of the work the nominee has accomplished while serving in their position.
- Verification letter from a Kiwanis and/or Faculty advisor of student's required attendance at meetings and events.
- Verification by the club Faculty Advisor that the nominee has completed at least 50 hours of community service.
- Two (2) letters of recommendation (NOT written by the nominee) from club advisors, other club officers, general members or community members affected by the nominated officer. One (1) of the letters of recommendation does have to be provided from an adult.
- All nominated Club Officers must show proof of regular contact with District Board members and other club officers of the same office. For example: club presidents must show proof of contact with the District Governor, Division Lt. Governor and fellow club presidents.
- Pictures, newsletters, newspaper clippings and any other helpful information are encouraged and helpful in demonstrating the officer's work in the club and community (please label this documentation with the nominees' name).

A judging committee made up of Kiwanians and others not directly involved with Key Club will judge each nomination. Nominees for each office will be judged against nominees from the same respective office. Winners will be presented a plaque at the 73rd Michigan District Service Leadership Conference.



# 73rd Annual Michigan District Service Leadership Conference

## *Outstanding Club Officer Awards*

### *Additional Nomination Requirements*

In addition to the materials mentioned on the previous page, nominators **MUST** also submit the following materials to be considered for the respective Outstanding Club Officer Award.

#### **Outstanding Club President**

- Copies of at least 3 board meeting agendas and at least 5 regular club meeting agendas
- Proof of regular contact with the divisional Lt. Governor, District Governor, and other fellow club presidents

#### **Outstanding Club Vice-President**

- Proof of assisting in the administrative work of the club, verified by the signature of the club advisor and club president
- Proof of regular contact with the divisional Lt. Governor, District Governor, and other fellow club vice presidents

#### **Outstanding Club Secretary**

- List of monthly reports and minutes (MRFs) submitted, verified with a letter from the District Secretary
- Documentation of a club roster, phone list, or any other club member contact list
- Proof of regular contact with the divisional Lt. Governor, District Secretary, and other fellow club secretaries

#### **Outstanding Club Treasurer**

- Postmark date of when the club membership dues were sent to KCI along with a verifying signature from club Faculty or Kiwanis Advisor
- List of monthly reports (TRFs) submitted, verified with a letter from the District Treasurer
- List of fundraisers, number of people participating in each, a brief description of the fundraiser, and the amount of money raised
- Attached documentation of the club's budget and/or record of keeping financial statements/books
- Proof of regular contact with the divisional Lt. Governor, District Governor, and other fellow club treasurers

#### **Outstanding Club Bulletin Editor**

- Proof of publication of a regular, informative club bulletin/newsletter. Please provide a copy of each bulletin/newsletter produced during the 2023-2024 Key Club year
- Proof of submission to the district publication THE WOLVERINE KEY
- Proof of regular contact with the divisional Lt. Governor, District Governor, and other fellow club bulletin editors

#### **Outstanding Club Webmaster**

- Proof of updating website at least 3 times (including updates for club, division, and district news).
- Inclusion of at least 1 International update on your website.
- Proof of regular contact with the divisional Lt. Governor, District Governor, and other club webmasters.