

# **VSC Award and Recognition Guidelines**

## **I. VSC Award and Recognition Guidelines**

### **A. The following guidelines are related to the creation and maintenance of an Award/Recognition of the Virginia State Council:**

1. Awards/recognition presented in conjunction with the VSC, may be sponsored by a Past President of the VSC.
2. An award/recognition of a deceased sponsor will continue to carry that sponsor's name if a Past President of the VSC, chapter, or district council assumes the responsibility for that sponsorship.
3. A request to sponsor an existing award/recognition or to establish a new award/recognition shall be submitted in writing to the President of the Past Presidents Auxiliary.
4. His/her request shall be reviewed at the next meeting of the PPA following receipt of the request.
5. The PPA shall forward its recommendation for sponsorship to the VSC Executive Board for approval prior to adoption by the VSC
6. A sponsor of an award/recognition may serve as an advisor to the chairman responsible for receiving entries for the award/recognition. Any changes to the rules must have the sponsor's approval prior to submission to the VSC Executive Board for its approval prior to adoption by the VSC.
7. A sponsor who will not be in attendance to present the award/recognition at the convention shall arrange for another Past President to present the award/recognition. The sponsor shall notify the President of the PPA of the arrangement.
8. Each First Place winner shall be awarded a single green rose. This represents constant renewal of energy and rejuvenation of spirit. It sends a message of cheerfulness.
9. The PPA will be responsible for providing the roses.

## **B. Scope and reporting for Awards/recognitions**

1. The reporting period for all Award/recognitions shall be April 1–March 31
2. Final Report / Event forms are due by April 15.
3. The Event forms may be sent after each event or as one document at the end of the year
4. Generic forms will be posted to the VSC Website, each one will identify the position of the person the form needs to be sent to. The specific chairman's personal address will not be on the posted form. The form will not need to be changed every year.
5. Each event associated with the Award/recognition shall be reported on a separate form
6. A Computer-generated report that is e-mailed is acceptable and shall follow the format of the form.

## **II. The Awards/recognitions of the VSC and their sponsors shall be:**

- A. Catherine Gorham Association of the Arts – Best in Show sponsored by Beth Sherron
- B. Flora Burns ESA for St Jude Award sponsored by Flora Burns
- C. Juanita Leisure Philanthropic Hours Award sponsored by Beverley Wright
- D. Fran Lanning Easter Seals Award sponsored by Bev Scott
- E. Barbara Midkiff Educational Award sponsored by Barbara Midkiff
- F. Betty Allen History Recognition sponsored by Betty Allen

- G. Nancy Reese Miles to Convention Award sponsored by  
Mildred Edwards
- H. Lucy Davis Outstanding Chapter President Leadership Award  
Sponsored by Doris Hood
- I. Dot Brown Philanthropic Monies Award sponsored by Dot Brown
- J. VSC Membership Award sponsored by VSC
- K. Lisa Files Social Award sponsored by TBD
- L. Theresa Morris State Project Award sponsored by Theresa Morris

**III. The following Rules shall govern the Awards/recognitions of the VSC:**

**A. Catherine Gorham Association of the Arts – Best in Show**

1. Chairman of this award shall be the VSC Association of the Arts Director.
2. Entry forms will be on the VSC Website
3. All Entries except Literature are to be brought to the Convention for submission by the designated time.
4. Submissions for the Literature Category must be sent to the Chairman by April 15<sup>th</sup> for prejudging.
5. The Association of the Arts Chairman will register each submission regardless of the type of submission giving that submission a number.
6. Attendees to the Convention will be given a ballot to write the number down of their choice for the Best in Show.

7. For judging purposes, the entries will be divided into the following categories:

**1) Fine Arts** (a) Oil Painting or Acrylics

(b) Drawings Pastel or Charcoal (c) Watercolors (d) Sculpture

**2) Literature** (a) Poetry (b) Short Story of Humorous Essay

**3) Visual Arts** (a) Calligraphy (mounted or framed for display) (b) Photography (black & white or color, mounted or framed for display)

**4) Folk Art** (a) Pottery (b) Toile Painting (c) China Painting (d) Doll Painting (e) Ceramics (f) Wood Carving (g) Weaving (h) Hooking (i) Knitting (j) Crocheting (k) Latch Hooking (l) Metalsmithing (copper, tin, brass) (m) Miscellaneous (please describe)

**5) Wearable Art** (a) Sewing (b) Fabric Painting (c) Miscellaneous (please describe)

**6) Holiday Art** (a) Ornaments (b) Decorations

**7) Fine Needlework** (hand or machine) (a) Crewel (b) Embroidery (c) Counted Cross Stitch (d) Needlepoint (e) Quilting (f) Miscellaneous (please describe)

**8) Original Masterpieces** (must be entered as is) (a) Goof-ups

(b) Unfinished projects (c) Flops (Please include description and circumstances)

**9) Chapter Crafted Project**

**B. Flora Burns ESA for ST Jude Award/recognition:**

1. The Chairman of this award/recognition shall be the VSC ESA for St. Jude Coordinator.

2. The award winners are determined by figuring an average of the amount of monies donated and an average of the total number of hours donated, using the chapter's membership as of March 31st.
3. The monies and hours are based on the values sent to the State Coordinator by ESA Headquarters and the reported values on the State Philanthropic Form sent to the coordinator by the Chapters.
4. It is important that Chapters send in their St Jude Booked event forms and complete the event report when finished, these go to ESA HQ and the State Coordinator
5. First, Second, and Third place shall be awarded to the Top 3 Chapters

### **C. Beverley Wright Philanthropic Hours Award/recognition**

1. The Chairman of this award/recognition shall be the VSC Philanthropic Director.
2. Calculations will be based on the philanthropic reporting spreadsheet on the VSC Website
3. Each entry shall be calculated based on a percentage basis of hours donated per member using the membership as of March 31.
4. All hours donated shall comply with the Philanthropic Service Guidelines, as outlined and provided by the ESA International Council.
5. First, Second, and Third place shall be awarded to the Top 3 Chapters

### **D. Fran Lanning Easter Seals Award**

1. The Chairman of this award shall be the VSC Easter Seals Coordinator.
2. Entry forms shall be provided by the Chairman at the June VSC meeting.
3. This contest is determined by figuring an average of the amount of monies donated and an average of the total number of hours donated,

using the chapter's membership as of March 31.

4. The Chairman will be sent a copy of the State Philanthropic form from the chapter to be used in calculating the averages. These two (2) averages shall be used to determine an overall average.

5. Entry forms shall include the following:

- a) Chapter name, number, and location
- b) Total amount of monies donated
- c) Total number of hours donated
- d) Number of members in chapter at time of project
- e) Type of project (informational purposes only)

6. First, Second, and Third place shall be awarded to the Top 3 Chapters

#### **E. Barbara Midkiff Educational Award**

1. The Chairman of this award shall be the VSC Educational Director

2. Event forms shall be submitted to the Chairman, using the forms on the VSC Website

3. Each entry shall be judged by the following scoring system:

- a) Appearance - 35 points
  - i) Each report must be complete
  - ii) Be concise and to the point. Strive for simplicity on report form.

4) Year's theme and related monthly programs - 65 points

- a) The subject matter must be carefully thought out, with an idea thread relating each individual program to an overall theme,

showing the continuity of the program. Include a brief summary of each program stating all major points emphasized.

b) Entries must include the actual date of the presentation and the method of presentation. (By member, guest speakers, audio, video, field trip, etc.

## **F. Betty Allen History Recognition**

1. The Chairman of this recognition shall be the VSC Historian
2. Entries shall be typed or printed with the chapter name, number, and location appearing on the title page.
3. Chapters shall submit one copy of their history for inclusion in the history book presented to the VSC President at the June VSC meeting.
4. Guidelines for contents of the history are:
  5. Charter date, location
  6. Arrange in order of occurrence or by activity
  7. General Coverage for the Current Year
    - a) Include Facts
    - b) Include Accomplishments
    - c) Be Complete
8. General Arrangement
  - a) Creative, use own format
  - b) Be Clear

### **G. Nancy Reece Miles to Convention Award**

1. The Chairman of this award/recognition shall be the VSC Credentials Chairman.
2. This award shall be presented to the chapters whose members travel the greatest accumulated distance to attend the VSC Convention.
3. The Chairman shall determine the winners by multiplying the number of members present at the convention by the one-way automobile mileage, as computed by the American Automobile Association, from chapter city to convention city, said mileage to be secured from AAA by the Chairman prior to the convention.
4. First, Second, and Third place shall be awarded to the Top 3 Chapters

### **H. Lucy Davis Outstanding Chapter President Award**

1. The Chairman of this award/recognition shall be the VSC Junior Past President.
2. A report about Chapter's President shall be sent to the VSC Junior Past President
3. First, Second, and Third place shall be awarded
4. The format of the report is up to the Chapter submitting the report using the following guidelines:

*a) The report period shall cover the term of office of the chapter president and reflect his/her individual achievements.*

*b) Leadership -- Methods/Tools Utilized*

- (1) Prepared agendas for all meetings
- (2) Executive Board meetings
- (3) General Board meetings



(4) Brainstorming sessions

(5) Motivational closing remarks at meetings

*c) Personal Commitment*

(1) Assist with planning/organization of yearly programs with committee chairmen

(2) Frequent contact with members

(3) Involvement with orientation of new members

(4) Ideas utilized to ensure future growth and concern for ESA

(i.e., annual ESA community project, ESA insignia at city limits, etc.)

*d) Attendance*

(1) Scheduled business meetings

(2) Scheduled educational meetings

(3) Scheduled social events

(4) State Leadership Conference

(5) VSC Convention

(6) VSC meetings

(7) SERC Conference

(8) Attended IC Convention

*e) Spirit of ESA*

(1) New/Reinstated members sponsored

(2) Assistance/Guidance in forming another chapter

(3) ESA award/recognitions chapter president received this year

(4) New program(s) instituted promoting membership,

enthusiasm, and brother/sisterhood

*f) Outreach*

- (1) Philanthropic hours given
- (2) Ways and Means hours given
- (3) Project promoting ESA in community
- (4) Community recognition of ESA

**I. Dot Brown Philanthropic Monies Award**

1. The Chairman of this award shall be the VSC Philanthropic Director.
2. Calculations will be based on the philanthropic reporting spreadsheet on the VSC Website.
3. Each entry shall be calculated based on a percentage basis of hours donated per member using the membership as of March 31.
4. All monies donated shall comply with the Philanthropic Service Guidelines, as outlined and provided by the ESA International Council.
5. First, Second, and Third place shall be awarded to the Top 3 Chapters

**J. VSC Membership Award**

1. The Chairman of this award shall be the VSC Second Vice President.
2. The Chairman shall use the chapter membership as noted by the VSC Treasurer.
3. The number of new / reinstated members will be counted.
4. First, Second, and Third place shall be awarded to the Top 3 chapters.

**K. Lisa Files Social Award**

1. The Chairman of this award shall be the VSC Social Director.
2. Entries shall be submitted to the Chairman, using the forms made available by the Chairman at the June VSC meeting.
3. Each entry shall be judged by the following scoring system:
  - 1) Social events reported during the year - 36 possible points (Maximum points for 9 events, 4 points deducted for each failure to report. In the event more than 9 events are reported, the best 9 shall be considered for judging.)
  - 2) Social Event - 40 points
  - 3) Theme - 10 points
  - 4) Originality - 10 points
  - 5) Method of execution (this should include everything used to carry out the theme and make the event a success--invitations, decorations, entertainment, refreshments, etc. Pictures and any outing publications should also be included.) Reports may be electronically transmitted by the deadline specified. In the event pictures, invitations and other outing publications are transmitted, it will not be necessary for the chairman to individually print each document. However, notation must be made on original report as to what was transmitted in order that points may be awarded accordingly. – 20 points
  - 6) Percentage of members attending - 24 points

## **M. Theresa Morris State Project Award**

1. The Chairman of this award/recognition shall be the VSC Philanthropic Director.
2. This contest is determined by figuring an average of the amount of money donated and an average of the total number of hours donated, using the chapter's membership at the time of the project. These two (2) averages shall be used to determine an overall average
3. Entry forms shall include the following:
  - a) Chapter name, number, and location
  - b) Total amount of monies donated
  - c) Total number of hours donated
  - d) Number of members in chapter at time of project
  - e) Type of project (informational purposes only)
4. First, Second, and Third place shall be awarded/recognized to the Top 3 chapters.

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