



CNH | KEY CLUB

Year-In-Review (Traditional/Non-Traditional) Contest

SUBMISSION OVERVIEW

NON-TRADITIONAL/TRADITIONAL SUBMISSION DEADLINE

Received by 6 PM Friday, April 12th, 2019

BRING SUBMISSIONS TO:

DCON 2019 | Member Recognition Office

The Year-In-Review contest is an International contest. Eligible submissions must first be submitted to the CNH Key Club District Member Recognition Chair for judging on the District level. At District Convention 2019 distinguished contest winners will be announced, but only the 1st and 2nd place submissions will go on to compete at the International level during ICON 2019.

1. Read the Year-In-Review contest guidelines.
2. Fill out the “Year-In-Review Contest Entry Form” and provide it at the beginning of the submission.
3. Non-Traditional/Traditional submissions must be received at the Member Recognition Office at District Convention by 6 PM on Friday, April 12th, 2019.

YEAR-IN-REVIEW CONTEST GUIDELINES

RULES GOVERNING THE KEY CLUB INTERNATIONAL YEAR-IN-REVIEW AWARD

A Key Club is only allowed to enter one of the three (digital, traditional, non-traditional) scrapbook contests.

Traditional Year-In-Review

- A. A Key Club may enter a scrapbook containing examples in the form of pictures, souvenirs, 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 the following categories:

- | | |
|-------------------------|-------------------------------|
| 1. Service to School | 4. Kiwanis Relations |
| 2. Service to Community | 5. Major Emphasis Involvement |
| 3. Fundraising Projects | 6. Miscellaneous |

Each category must be tabbed accordingly. The pages also must be numbered with a table of contents included at the beginning. 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 will be eligible to compete in the International contest.

- B. Each entry is required to be submitted in a scrapbook binder measuring no larger than 14 inches by 14 inches. The cover may be decorated.
- C. A Cost Sheet must be completed and affixed to the inside front cover of the scrapbook and contain the following: Key Club name, Division, Region, District, city, state, and an itemized statement of the total expenditures and donations. This statement must be signed by the Key Club president and faculty advisor, stating that the scrapbook’s retail cost value (including photographic materials) does not exceed the amount of US\$200. If this Cost Sheet is not affixed to the inside front cover of the scrapbook, the judges will deduct ten points. Work done by Key Club members such as hand-lettering, artwork, etc. is not included as cost items. Failure to comply with these rules will result in disqualification.
- D. 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.
- E. Entries for District level competition must be submitted to the Member Recognition Office at District Convention by 6 PM on Friday, April 12th, 2019. Entries for International competition must be submitted to the Key Club Convention Contest Office during specified hours listed in the ICON program.
- F. No audio, visual, or computer equipment will be allowed as part of the entry.
- G. The decision of the judges is final and no changes, alterations, or re-judging will take place after the judges and the CNH Chair of Member Recognition have certified the results.
- H. **DUES-PAID:** In order to be eligible to apply for this contest, you must be a dues-paid club by December 1st.

CNH District **Member Recognition Committee**

Questions, Comments, Concerns?

Annaleigh Nguyen | Member Recognition Chair | cnhkc.mr@gmail.com

YEAR-IN-REVIEW CONTEST GUIDELINES

Non-Traditional Year-In-Review

- 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).
- B. Each entry should adequately portray the following categories:
 - 1. Service to School
 - 2. Service to Community
 - 3. Fundraising Projects
 - 4. Assistance to Kiwanis Projects
 - 5. Major Emphasis Involvement
 - 6. Miscellaneous
- C. A Cost Sheet must be completed and submitted with the entry and contain the following: Key Club name, Division, Region, District, city, state, 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 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. is not included as cost items. Failure to comply with these rules will result in disqualification.
- D. Each entry being judged at the International Convention **MUST** be the exact same scrapbook judged at the District Convention. Any alterations in the entry will result in disqualification.
- E. Entries for District level competition must be submitted to the Member Recognition Office at District Convention by 6 PM on Friday, April 12th, 2019. Entries for International competition must be submitted to the Key Club Convention Contest Office during specified hours listed in the International Convention program. 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.
- F. The decision of the judges is final and no changes, alterations, or re-judging will take place after the judges and the CNH Chair of Member Recognition have certified the results.

YEAR-IN-REVIEW CONTEST RUBRIC

The *Traditional Year-in-Review and Non-Traditional Year-in-Review* scrapbook will be judged based on the following points system:

1. **Uniqueness of Project Presentation | (10 pts max):**
 - a. Not similar to other designs/Unique
 - b. No copyright infringement.
 - c. Overall Appearance
2. **Artistic Value | (10 pts max):**
 - a. Use of color to enhance design
 - b. Quality and placement of photographs and news clippings
3. **Service to School | (15 pts max):**
 - a. Include projects which assisted school operations.
 - b. Possible projects include: beautification, spirit, activities, etc...
4. **Service to Community | (15 pts max):**
 - a. Include projects with outside organizations.
 - b. Possible organizations include: UNICEF, March of Dimes, CMN...etc
5. **Fundraising Projects | (15 pts max):**
 - a. Include fundraisers that supported the club's activities and charities.
6. **Kiwanis Relations | (15 pts max):**
 - a. Include projects and activities with other members of the Kiwanis Family
 - b. Interaction with sponsoring Kiwanis Club
7. **Involvement with Major Emphasis | (15 pts max):**
 - a. Major Emphasis theme: "children, their future, our focus"
 - b. Projects which include service and fundraisers for children.
8. **Miscellaneous | (5 pts max):**
 - a. Include any additional items completed during the year.
 - b. Possible items include: member photos, social activities, RTC, Fall Rally, DCON, etc..

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Questions, Comments, Concerns?

Annaleigh Nguyen | Member Recognition Chair | cnhkc.mr@gmail.com

FREQUENTLY ASKED QUESTIONS

1. What if the mail was sent before the deadline, but is not delivered on time?

Submissions are only accepted during the timeframe provided on Friday of District Convention. Please do not mail any year-in-review submissions. Submission can be done by any member of the home club or Division.

3. How do I qualify for the International level contest?

In order to qualify for the International level contest, entries must first be submitted to the CNH Key Club District Member Recognition Chair for judging on the District level. At District Convention 2019, only the first and second place District winners will be eligible to compete in the International contest.

4. Do you have to be present at DCON or ICON for your entry to win this contest?

It is recommended to be present at DCON or ICON; however, you do not need to be present. In the event your submission wins, the award will be given to a representative from your home Club/Division.

5. How many Year-In-Review Contests can I apply for?

Each club may submit one year in review, either a digital, traditional or non-traditional.

YEAR-IN-REVIEW CONTEST ENTRY FORM

ATTACH THIS FORM TO THE INSIDE COVER OF THE TRADITIONAL YEAR-IN-REVIEW ENTRY OR SUBMIT THIS COST SHEET WITH THE NON-TRADITIONAL OR DIGITAL YEAR-IN-REVIEW ENTRY.

SELECT ONE

_____ Digital Year-In-Review _____ Non-Traditional Year-In-Review _____ Traditional Year-In-Review

CLUB INFORMATION

Key Club: _____
 District: **California-Nevada-Hawaii** Division: _____ Region: _____ Club #: _____
 Club Membership: _____

ADVISOR CONTACT INFORMATION

Contact Name: _____
 Contact E-mail: _____ Contact Phone #: _____
 Check One: _____ Faculty Advisor: _____ Kiwanis Advisor: _____

Advisor's Name (Printed in Pen): _____

Advisor's Signature (In Ink): _____

PRESIDENT INFORMATION

President's Name: _____

President's Signature (In Ink): _____

ITEMIZATION OF COSTS

Please itemize costs and donations associated with the creation of this year-in-review submission.

COSTS	USD	DONATIONS	USD
Total Costs		Total Donations	

----- **FOR OFFICIAL USE ONLY** -----

<input type="checkbox"/> This entry was judged by the California-Nevada-Hawaii Member Recognition Committee. Mark box if applicable.		
THIS APPLICATION RECEIVED (CIRCLE ONE) FIRST PLACE SECOND PLACE		
<input type="checkbox"/> This application was selected by other means and was approved for entry for International competition by the Key Club District Administrator. Mark box if applicable.		
KEY CLUB DISTRICT ADMINISTRATOR SIGNATURE		NOTE: Only District winners are eligible for submission to the International competition. 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. Refer to the annual Key Club guidebook for additional information and deadlines.