

NEW YORK DISTRICT: KEY CLUB



2024 – 2025: AWARDS BOOKLET

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GOVERNOR'S GREETING



How you doin' New York District Key Club?!

Welcome to the 2024-2025 Awards Booklet for our 77th Leadership Training Conference!

We are grateful to soon be celebrating our 77th year as a large and united Key Club family. Every single Key Clubber holds the power and passion for uplifting and supporting our communities; and it is because of your dedication to volunteer, participate, and serve, that our New York District stands strong.

Every year at our Leadership Training Conference, we honor hundreds of clubs and individuals throughout the state who have gone above and beyond the call for service throughout the Key Club year. By offering awards like the Outstanding Key Club Member Award to an exceptional model Key Clubber, or automatic entry awards like the perfect paperwork award, we make sure that the efforts put into your clubs get noticed and provide inspiration for the next generation of future Key Club student leaders.

I encourage you to look through this year's awards booklet and apply for an award. Get recognized for your efforts and accomplishments.

However, I encourage you to be mindful of the requirements as you apply for awards. Some of the award criteria have been changed. If you have any questions, don't hesitate to contact your Lieutenant Governor, an Awards Committee Representative, or myself.

Regardless of the award recipients, I am proud of you and your effort to make an impact in your communities. As a servant leader - because of the time you put into volunteering, engaging, and devoting yourself to our mission - you are changing lives. Be proud to be a Key Clubber and most importantly, be proud to be yourself.

I hope to see you at the 77th annual Leadership Training Conference.

Yours in Care and Service,
Anastasia Ababiy
2024-2025 District Governor

AWARDS COMMITTEE GREETING

Hey New York District Key Club!

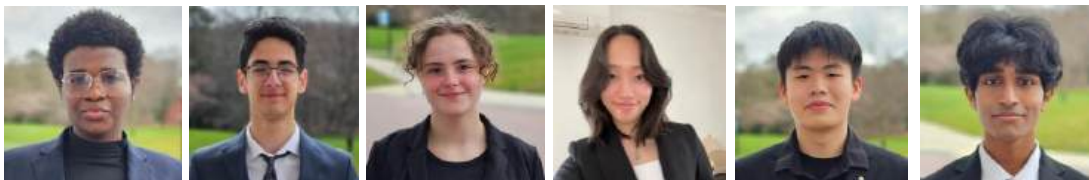
Welcome to the New York District's 2024-2025 Awards Booklet! To begin, the New York District Key Club would like to congratulate all Key Club members for the endless commitment, passion, and hard work that has been seen throughout this service year. The Awards Committee's objective is to recognize individuals and clubs who have gone above and beyond in caring for their homes, schools, and communities as well as demonstrating compelling leadership, character building, and unwavering dedication.

The Awards Committee strongly encourages you to thoroughly examine the booklet and apply for the awards that pertain to you or your club. All awards will be judged fairly, therefore don't hold back from applying to awards!

However, when applying, please note that the criteria per award may differ and vary from previous years. Hence, please take your time and read the booklet carefully, as it contains valuable information and instructions to guide you during the application process.

We hope you find the 2024-2025 Awards Booklet helpful and that you will apply for several awards! If you have any questions, comments, or concerns, feel free to contact the Awards Committee Co-Chairs, District Executive Assistant, Giorgio Sylvestre (gsylvestre.ea@nydkc.org) and Division 10 Lieutenant Governor Noah Rozin (division10@nydkc.org).

Yours in Service,
Your 2024-2025 NYDKC Awards Committee



Giorgio Sylvestre
Committee
Co-Chair

Noah Rozin
Committee
Co-Chair

Paige Champlin
Committee
Member

Catlyn Dong
Committee
Member

Sam Huang
Committee
Member

Aayan Hussain
Committee
Member



Darien Lu
Committee
Member

Jenaiya Mahon
Committee
Member

Jessica Strohofer
Committee
Member

Cielle Voulgarides
Committee
Member

Austin Zhang
Committee
Member

PREFACE

Purpose

The purpose of district awards is to recognize Key Club members, officers, and advisors for their hard work.

Development

The Awards Booklet is a product of hard work from many generations prior. All awards are up-to-date with Key Club International guidelines and changes are made each year in order to better reflect the ideals of Key Club International.

Sufficient Proof

For certain applications, sufficient proof must be submitted with your application unless otherwise stated.

General Rules

1. In order to apply or be considered for any and all awards, all applicant members and applicant clubs must be in good standing with New York District Key Club and Key Club International.
2. The New York District of Key Club International reserves the right to retain all entries and not return them to their respective applicants.
3. The New York District Administrator, Governor, or Awards Committee may disqualify any and all applicants for cheating, providing misleading/insufficient details, or for any other reason.

SUBMISSION METHODS & DEADLINES

The **New York District Key of Honor** award has the earliest application submission date. Applications must be mailed to District Administrator John Goldstein postmarked no later than **Friday, January 17, 2025**.

All other award submissions follow the following methods and schedules:

BY MAIL Postmarked by Friday, February 14, 2025 Mr. John Goldstein NY District Key Club Administrator 590 Mullock Road Port Jervis, NY 12771 Attn: Key Club Awards	ONLINE Submitted by Friday, February 21, 2025 at 8:00 PM www.tinyurl.com/KeyClubAwards
Distinguished Club	Distinguished Key Clubber
Novice Club	Outstanding Key Club Member
Single Service	Outstanding Key Club Officers (All)
Major Emphasis	Distinguished Faculty Advisor
Public Relations	Distinguished Kiwanis Advisor
Madenberg Award for Excellence	Outstanding Governor's Project
	Kiwanis Family Relations
	Interclub
	Digital Scrapbook
	Club Video
	Club T-Shirt Contest
	Governor's Scholarship
	Kiwanis Memorial Scholarship

The following awards should be submitted at the Leadership Training Conference:

- Traditional Scrapbook
- Non-Traditional Scrapbook
- Non-Digital Poster
- Digital Poster

Lastly, Talent and Oratorical Contest sign-ups must be completed online no later than Friday, March 14, 2025.

NEW YORK DISTRICT KEY OF HONOR

Must be postmarked by Friday, January 17, 2025 to the address on page 7

INTENT

The New York District Key of Honor is the highest distinction presented by the New York District of Key Club. The recipient is an adult who has made a life-long impact upon Key Club and youth in general or an organization that has been honored for long-term support of youth or the New York District of Key Club International.

CRITERIA

1. **Key of Honor** entries must be submitted in a binder, notebook, or portfolio which is neat and clearly labeled with the nominee's name
2. **Letter of Nomination** – written by an individual or committee of individuals and should include a nomination statement, a basic overview of the candidate, and the reason for nomination.
3. **Biographical Information** – including schools/colleges attended, community involvement, occupation/business interests, Kiwanis Family and other youth service affiliations, and other pertinent biographical information.
4. **Letters of Recommendation** – Exactly four letters of recommendation are required. The letters may be divided into any categories desired, but it is suggested that a letter from the community, the Kiwanis Club, and from a Key Club officer or members be included. This does not include the Letter of Nomination.
5. **Letter of Summation** – written by the nominator, it should summarize the letters of recommendation and the applicant's personal history. It should also include reasons why the nominee is deserving of this highest honor.
6. **Additional Information** – Up to four pages of additional information, including photographs, newspaper clippings, etc., may also be included in the nomination binder.



DISTINGUISHED KEY CLUBBER AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at <https://dkc-app.nydkc.org/>

INTENT

The Distinguished Key Clubber award is a non-competitive award for our most dedicated members who have gone above and beyond the call of duty, shown leadership throughout the service year, and promoted the core values of Key Club International. Members in good standing who have served their homes, schools, and communities to the best of their abilities and consistently worked throughout the service year are eligible to receive this award.

Recipients will be recognized at the Leadership Training Conference and will receive a pin. [This application has its own online portal which can be accessed at the link above.](#)

CRITERIA

1. The application is split into four parts and each part is designed to focus of different aspects of Key Club. All parts of the application must be completed to be considered for the award.
 - a. Part 1: Personal Statement
 - b. Part 2: Mandatory Projects
 - c. Part 3: Involvement
 - d. Part 4: Projects, Advocacy, and Newsletter
2. If you experience technical difficulties, you must contact Awards Committee Co-Chairs District Executive Assistant, Giorgio Sylvestre (gsylvestre.ea@nydkc.org) and Division 10 Lieutenant Governor Noah Rozin (division10@nydkc.org) by 8:00 pm EST on the night the application is due. Technical difficulties not reported by this time will not be honored. The earlier you notify the committee of any technical issues, the higher the likelihood of addressing them prior to the deadline.
3. By submitting this application, the applicant attests that all information is accurate and that the information provided is their own work. Please describe events in your own words. Any form of plagiarism or dishonesty will DISQUALIFY the application.
4. All applications are subject to be disqualified as deemed appropriate by the District Administrator.
5. For all events, please include the number of service hours, the cause or charity that was helped the date and location of the event, and a short description.
6. Applicants of the Outstanding Key Club Member Awards and Outstanding/Distinguished Key Club Officer Awards must complete the DKC application prior to their respective applications.

OUTSTANDING KEY CLUB MEMBER AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Member Award is presented each year to a member who is not an elected club, district, or international officer who has carried out their Key Club duties in an outstanding manner. One Outstanding Key Club Member Award is presented in each grade level – Freshman, Sophomore, Junior, and Senior.

CRITERIA

1. Only one member per class year per club may be nominated for this award. If a club nominates more than one applicant for any class year, all applicants in that class will be disqualified.
2. The nominee cannot have held an elected club, district, or international office during the administrative year in which they are being nominated.
3. The applicant must be nominated by their home Key Club and/or sponsoring Kiwanis club and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A brief summary of the outstanding work performed by the member, explaining how the nominee:
 - i. Serves their community in an outstanding manner, and
 - ii. Brings distinction to themselves, the local Key Club, and/or the District
4. One letter of recommendation (in addition to the letter of nomination) must be included
5. Attestation that the nominee has:
 - a. Attended at least 60% of all home club meetings, and
 - b. Performed at least 60 hours of community service.
6. Completion of a minimum of six (6) of the following:
 - a. Attendance at the 2024 Leadership Training Conference (virtual or in-person)
 - b. Attendance at the 2024 Key Club International Convention (virtual or in-person)
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally during the 2024-2025 Key Club year
 - d. Attendance at a minimum of one meeting (virtual or in-person) of the sponsoring Kiwanis club
 - e. Participation in at least one interclub event (e.g., an event with another Key Club – virtual or in-person)
 - f. Participation in at least one K-Family event (e.g., an event with another branch of the K-Family other than Key Club – virtual or in-person)
 - g. Served on a committee or chair of a club project during the 2024-2025 Key Club year
 - h. Attendance at a minimum of two divisionals (virtual or in-person), or proof that meeting this requirement was beyond their means
 - i. Submission of at least one article to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - j. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB PRESIDENT AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club President Award is presented each year to the Key Club President who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club President may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by an officer of their home club and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club president
2. One letter of recommendation (in addition to the letter of nomination) must be included from one of the following: a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the nominee's Lieutenant Governor.
3. Attestation that the nominee has:
 - a. Ensured that all club report forms (ERF, FRF, MRF, and Annual Achievement Report) have been submitted on time
 - b. Ensured that dues were paid on time for a minimum of 11 members
 - c. Attended at least 85% of club meetings
 - d. Ensured the club has members in attendance at a majority of divisionals
 - e. Performed at least 60 hours of community service
4. Completion of a minimum of six (6) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the President's workshop at the 2024 Leadership Training Conference
 - b. Attendance at the President's Workshop (or equivalent) at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two meetings of the sponsoring Kiwanis club
 - e. Participation in at least two interclub or K-Family events (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club)
 - f. Club has a net membership increase of at least 5% over the previous year
 - g. Involvement of the club in community service projects. Please include descriptions of events
 - h. Ensured club members attended at least two meetings of their sponsoring Kiwanis club
 - i. Attendance at a minimum of 60% of divisionals, or proof that meeting this requirement was beyond the nominee's means
 - k. Submission of at least one article to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - j. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB VICE PRESIDENT AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Vice President Award is presented each year to the Key Club Vice President who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club Vice President may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by a member in good standing of Key Club International and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club vice president
2. One letter of recommendation (in addition to the letter of nomination) must be included from a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the president of the nominee's Key Club.
3. Attestation that the nominee has:
 - a. Ensured that all club report forms (ERF, FRF, MRF, and Annual Achievement Report) have been submitted on time
 - b. Ensured that dues were paid on time for a minimum of 11 members
 - c. Attended at least 85% of club meetings
 - d. Ensured the club has members in attendance at a majority of divisionals
 - e. Performed at least 60 hours of community service
4. Completion of a minimum of six (6) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the Vice Presidents workshop at the 2024 Leadership Training Conference
 - b. Attendance at the Vice Presidents workshop (or equivalent) at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two meetings of the sponsoring Kiwanis club (virtual or in-person)
 - e. Participation in at least two interclub or K-Family events (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club - virtual or in-person)
 - f. Club has a net membership increase of at least 5% over the previous year
 - g. Involvement of the club in community service projects. Please include descriptions of events.
 - h. Ensured club members attended at least two meetings of their sponsoring Kiwanis club (virtual or in-person)
 - i. Attendance at a minimum of 60% of divisionals (virtual or in-person), or proof that meeting this requirement was beyond the nominee's means
 - j. Submission of at least one article to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - k. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB SECRETARY AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Secretary Award is presented each year to the Key Club Secretary who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club Secretary may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by a member in good standing of Key Club International and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club secretary
2. One letter of recommendation (in addition to the letter of nomination) must be included from a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the president of the nominee's Key Club.
3. Submission of samples of the nominee's work:
 - a. Minutes of at least five (5) club meetings **(in one .pdf file)**
 - b. Roster of club members
 - c. Minimum of three (3) Monthly Report Forms **(in one .pdf file)**
4. Attestation that the nominee has:
 - a. Ensured that all club report forms (ERF, FRF, MRF, and Annual Achievement Report) have been submitted on time
 - b. Attended at least 85% of club meetings
 - c. Performed at least 60 hours of community service
5. Completion of a minimum of five (5) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the Secretaries workshop at the 2024 Leadership Training Conference
 - b. Attendance at the Secretaries workshop at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two meetings of the sponsoring Kiwanis club (virtual or in-person)
 - e. Participation in at least one interclub or K-Family events (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club - virtual or in-person)
 - f. Involvement of the club in community service projects. Please include descriptions of events.
 - g. Submission of at least one article to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - h. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB TREASURER AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Treasurer Award is presented each year to the Key Club Treasurer who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club Treasurer may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by a member in good standing of Key Club International and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club treasurer
2. One letter of recommendation (in addition to the letter of nomination) must be included from a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the president of the nominee's Key Club.
3. The nominee must have prepared regular written financial reports and must submit an example with the application.
4. Attestation that the nominee has:
 - a. Ensured that both International and District dues were paid by the regular deadline (proof must be submitted with the application)
 - b. Attended at least 85% of club meetings
 - c. Performed at least 60 hours of community service
5. Completion of a minimum of six (6) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the Treasurers workshop at the 2024 Leadership Training Conference
 - b. Attendance at the Treasurers workshop (or equivalent) at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two divisional meetings (virtual or in-person)
 - e. Participation in at least one interclub or K-Family event (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club - virtual or in-person)
 - f. Attendance at a minimum of two meetings of the sponsoring Kiwanis club (virtual or in-person)
 - g. Club has a net membership increase of at least 5% over the previous year
 - h. Submission of International and District dues by the Early Bird Deadline – November 1, 2024 (must attach proof)
 - i. Submitted an application to Key Club International's Youth Opportunities Fund grant program
 - j. Provide samples of up to two (2) submitted Financial Report Forms
 - k. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB BULLETIN EDITOR AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Bulletin Editor Award is presented each year to the Key Club Bulletin Editor who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club Bulletin Editor may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by member in good standing of Key Club International and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club bulletin editor
2. One letter of recommendation (in addition to the letter of nomination) must be included from a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the president of the nominee's Key Club.
3. Attestation that the nominee has:
 - a. Produced a minimum of seven newsletters or bulletins in 8.5" x 11" format. Division updates, district updates, and Service Spotlights should be included
 - b. Attended at least 85% of club meetings
 - c. Distributed club newsletters to all club members
 - d. Performed at least 60 hours of community service
4. Completion of a minimum of six (6) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the Bulletin Editors workshop at the 2024 Leadership Training Conference
 - b. Attendance at the Bulletin Editors workshop (or equivalent) at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two divisional meetings (virtual or in-person)
 - e. Participation in at least one interclub or K-Family event (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club - virtual or in-person)
 - f. Serve as a member on a minimum of one club, district, or International committee
 - g. Attendance at a minimum of one meeting of the sponsoring Kiwanis club (virtual or in-person)
 - h. Included International events in all newsletters and/or bulletins
 - i. Submission of at least two articles to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - j. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

OUTSTANDING KEY CLUB WEBMASTER AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Key Club Webmaster Award is presented each year to the Key Club Webmaster who has gone above and beyond the call of duty and has done an exceptional job in executing the duties of their office. One Outstanding Key Club Bulletin Editor may be presented; all others who apply and meet the required criteria will be recognized as "Distinguished".

CRITERIA

1. The applicant must be nominated by a member in good standing of Key Club International and a letter of nomination, including the following, must be included with the award submission:
 - a. The nominee's name, high school, and number of years the nominee has been involved in Key Club International
 - b. A description of the nominee's character and highlights of their accomplishments as club webmaster
2. One letter of recommendation (in addition to the letter of nomination) must be included from a member of the nominee's sponsoring Kiwanis club, the nominee's faculty advisor, or the president of the nominee's Key Club.
3. A minimum of seven website updates must be produced:
 - a. Local club, division, and district updates and events are to be included
 - b. Printouts of these updates must be included in the nominee's application
4. Attestation that the nominee has:
 - a. Attended at least 85% of club meetings
 - b. Performed at least 60 hours of community service
5. Completion of a minimum of six (6) of the following (event attendance may be virtual or in-person):
 - a. Attendance at the Webmasters workshop at the 2024 Leadership Training Conference
 - b. Attendance at the Webmasters workshop (or equivalent) at the 2024 Key Club International Convention
 - c. Attendance at the applicant's Divisional Training Conference and/or Fall Rally
 - d. Attendance at a minimum of two divisional meetings (virtual or in-person)
 - e. Participation in at least one interclub or K-Family event (e.g., an event with another Key Club or with other branches of the K-Family other than Key Club - virtual or in-person)
 - f. Serve as a member on a minimum of one club, district, or International committee
 - g. Attendance at a minimum of one meeting of the sponsoring Kiwanis club (virtual or in-person)
 - h. Inclusion of International events on the club website
 - i. Utilization of social media platforms for your club
 - j. Submission of at least two articles to The Empire Key, the online Service Spotlight, divisional newsletter, or home club's newsletter (attach copies as proof)
 - k. A personal statement not to exceed 500 words that explains how the applicant has gone above and beyond the call of duty. The personal statement should only include information that does not appear elsewhere in this application.

DISTINGUISHED FACULTY ADVISOR AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

First presented in 1962, this award was established to recognize an adult who has gone above and beyond the call of duty in serving the youth of the New York District. This award is presented to a faculty advisor who has rendered the most outstanding contribution to a Key Club in the New York District during the administrative year.

Only one faculty advisor may be nominated from a Key Club each year. The entry of more than one faculty advisor from a Key Club will cause all nominated faculty advisors from that club to be disqualified from consideration. Individuals may not receive this award more than once per five years.

CRITERIA

1. Must be nominated by a Key Club and/or a Kiwanis club.
 - a. The nomination letter must contain the nominee's name, school's address, high school, and years involved with Key Club.
 - b. The letter must include a brief summary of the outstanding work rendered by the faculty advisor explaining how the nominee meets the following criteria:
 - i. Demonstrates a genuine attitude of warmth, understanding, and caring in the day-to-day dealing with Key Clubbers.
 - ii. Enthusiastically provides services to youth far and above the call of duty.
 - iii. Brings distinction to themselves, the local Key Club, and/or the district through their actions or performance in assisting Key Club and the growth of its members.
2. Two letters of recommendation (in addition to the letter of nomination) from each of the following:
 - a. One from the school principal (which must also verify that the nominee has held the position since the beginning of the school year)
 - b. One from the sponsoring Kiwanis club **or** one from a member of the Key Club

DISTINGUISHED KIWANIS ADVISOR AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

This award was established to recognize a Kiwanian who has gone above and beyond the call of duty in serving the youth of the New York District. This award is presented to a Kiwanis Advisor who has rendered the most outstanding contribution to a Key Club in the New York District during the administrative year.

Only one Kiwanis advisor may be nominated from a Key Club each year. The entry of more than one Kiwanis advisor from a Key Club will cause all nominated faculty advisors from that club to be disqualified from consideration. Individuals may not receive this award more than once per five years.

CRITERIA

1. Must be nominated by a Key Club and/or a Kiwanis club.
 - a. The letter of nomination must contain the nominee's name, address, Kiwanis club, and years involved with Key Club.
 - b. The letter of nomination must include a brief summary of the outstanding work rendered by the Kiwanian explaining how the nominee meets the following criteria:
 - i. Demonstrates a genuine attitude of warmth, understanding, and caring in the day-to-day dealing with Key Clubbers.
 - ii. Enthusiastically provides services to youth far and above the call of duty.
 - iii. Brings distinction to themselves, the local Key Club, and/or the district through their actions or performance in assisting Key Club and the growth of its members.
2. Two letters of recommendation (in addition to the letter of nomination) from the following:
 - a. One from a Kiwanis officer (which must include verification that the nominee is the Kiwanis advisor and has held that position since the beginning of the Kiwanis administrative year).
 - b. One from an officer of the Key Club **or** one from a member of the Key Club

DOUG MADENBERG AWARD FOR EXCELLENCE

Must be postmarked no later than Friday, February 14, 2025 to the address on page 7

The Doug Madenberg Award for Excellence is sponsored by the *New York Key Club Foundation* and is a way of recognizing the outstanding contributions of Key Clubbers, faculty advisors, principals, parents, Kiwanians, or anyone else whose time and efforts have had a positive impact on Key Club in the New York District. The award is named after Doug Madenberg, the first Key Club International President from New York, in honor of his service to this district and this organization. For a **tax-deductible contribution** of \$250.00, you can have someone added to the rolls of Madenberg recipients and further assist the operations of Key Club in the New York District. A Madenberg Award is a great way to thank someone for everything they have done for Key Club while helping the district. Madenberg recipients will receive an attractive and exclusive lapel pin (pictured below) to distinguish them as having received this recognition. To secure a Doug Madenberg Award for Excellence, please complete the order form below.



DOUG MADENBERG AWARD FOR EXCELLENCE ORDER FORM

Is this a surprise? Yes No

Name of Recipient: _____

Recipient's Club Name: _____ Division #: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Name of Donor: _____

Donor's Club Name: _____ Division #: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

E-Mail Address: _____

Checks should be made payable to: **New York Key Club Foundation**. Mail donation and completed form postmarked no later than Friday, February 14, 2025 to:

**Mr. John Goldstein
590 Mullock Road
Port Jervis, NY 12771
Attn: Madenberg Award**



DISTINGUISHED CLUB AWARD

The Annual Club Achievement Report Form must be postmarked no later than **Friday, February 14, 2025 to the address on page 7**

INTENT

The Distinguished Club Award is a non-competitive application designed to recognize individual Key Clubs for their overall performance in the combined areas of club administration, membership and leadership development, Kiwanis-Family involvement, service, and fundraising, as judged by a pre-established standard for excellence.

CRITERIA

1. Clubs must complete the Annual Achievement Report Form (including all required signatures). The Annual Achievement Report form can be found on pages 23-31, or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
2. Submissions must be mailed to New York District Administrator John Goldstein at the address noted on page 7 postmarked no later than February 14, 2025.

JUDGING

1. Entries will be judged based on the achievement of a certain percentage of accumulated points across all categories of the Annual Achievement Report Form.
2. Clubs achieving a pre-determined score (or more) shall be designated as a Distinguished Club or Distinguished Club-Diamond Level. (The Key Club International Board shall set the minimum number of points required for these designations.)
3. All Diamond level recipients will be submitted to Key Club International.



2024-2025 Key Club Annual Achievement Report

Each Key Club is required to complete and submit this report to its district board, prior to its district convention, according to the guidelines set by its own district. Please read the rules before completing this form. If you complete this form on Adobe, totals will be automatically calculated.

Key Club International distinguished club rules

1. The filing of the report is required for every Key Club, regardless of total points, per Key Club International Board policies.
2. Both parts of the report must be printed in black or blue ink or typed using Adobe.
3. Follow the instructions as indicated on this form. Failure to comply with any rule may result in disqualification.
4. The report should contain club activities occurring between the district conventions or March to February each year.
5. Upon completion of the report, the club may score its own report according to the scoring directions shown in the right-hand column on each page; tabulate the scores from each section in Part Three.
6. This report should be submitted to the Key Club district prior to its convention, as directed by the proper Key Club district official(s).
7. The district may recognize clubs achieving predetermined scores as "distinguished club" or "distinguished club-diamond level."

Club contact information

Name of Key Club:

Key Club District:

Club ID number H

Street address (for July mailing):

City:

State/province:

Postal code:

Country:

Faculty advisor name:

Faculty advisor email:

Club membership

1. Enter the total number of actual club members as of December 1 _____ and February 1 _____.
2. Average the numbers entered in (a) and (b) above. Round to the nearest whole number and enter the average in the box. This is the number that will be used for calculations elsewhere in this report.

Certification

These signatures certify the validity and accuracy of the information contained herein. The school and Kiwanis club signatures cannot be by the same person.

Key Club president:

Kiwanis Club president or advisor:

School principal/director or faculty advisor

PART ONE: Club information

A. Key Club administration – 22 Points possible

Club meetings

	Write answer	Scoring	Write point totals here:
1. Club meetings (online or in person):			
a. How many meetings during the Key Club year were attended by the faculty advisor?		1 point for every 5 meetings, to a maximum of 5 points.	
b. In how many meetings during the Key Club year did the lieutenant governor present or speak?		1 or more is 1 point.	
c. How many meetings occurred before the start of the school year?		1 or more is 1 point.	
d. How many meetings occurred as board meetings?		10 or more is 2 points, 5-9 is 1 point.	
e. Average club meeting (online or in person) attendance percentage: Include all regular club meetings, round to nearest whole number.		80% or more is 4 points, 60 – 79% is 3 points, 50 - 59% is 2 points, 40 – 49% is 1 point.	

Club reports

	Write answer	Scoring	Write point totals here:
2. Club election report completed and submitted on time to district:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	

Dues payment

	Write answer	Scoring	Write point totals here:
3. Dues payment date:		By Nov. 1, 3 points. By Dec. 1, 1 point.	

Division involvement

	Write answer	Scoring	Write point totals here:
4. Activities in which the club participated:			
a. Division of region/zone training conference.	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	
b. Presidents or divisional council meeting(s).	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	
c. Division-wide rally or service project.	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	

Club communications

	Write answer	Scoring	Write point totals here:
5. Please indicate which, if any of the following forms of communication with members the club utilized. <input type="checkbox"/> Social media platforms <input type="checkbox"/> Club website <input type="checkbox"/> Messaging system <input type="checkbox"/> Club newsletter / other publications <input type="checkbox"/> Posters/bulletin board announcements		If 3 or more used – 2 points.	

Total for Section A			Write point totals here:

B. Club membership – 16 points possible

Education and development programs

	Write answer	Scoring	Write point totals here:
1. Did the club provide a special program for new-member induction, including a ceremony, and pin presentation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points.	
2. Did the club provide a formal program for member orientation and education including the new-member handbook, Key Club newsletter, videos, etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	

Convention attendance

	Write answer	Scoring	Write point totals here:
3. How many attended a district-wide event this year (online or in person)? Members: _____ Advisors: _____		1 point per member (2 points maximum). 1 point per advisor (1 point maximum).	
4. How many attended the Key Club International Convention (online or in person) this year? Members: _____ Advisors: _____		1 point per member (2 points maximum). 1 point per advisor (1 point maximum).	

Membership activities

	Write answer	Scoring	Write point totals here:
5. How many club social activities were held for all club members?		3 or more is 2 points. 1-2 is 1 point.	
6. How many inter-clubs were held with other Key Clubs?		5 or more is 2 points. 3-4 is 1 point.	

Membership growth

	Write answer	Scoring	Write point totals here:
7. Was there an increase of dues-paid members over the previous year? If so, how many more members?		The greater of: 10 members or 10% is 2 points; 5 members or 5% is 1 point.	

Total for Section B			Write point totals here:

C. Leadership development – 10 points possible

Key Club officer training

	Write answer	Scoring	Write point totals here:
1. Did your club participate in formal officer training? (online or in-person)	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points.	
2. Did the faculty and/or Kiwanis advisor participate in any advisor training? (See keyclub.org/muc for e-training. Include all workshops & webinars.)	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	

Key club leadership training and development

	Write answer	Scoring	Write point totals here:
3. a. Indicate the following leadership development opportunities attended by your club officers online or in person in: _____ Regional Training Conferences (RTC). _____ Divisional events. _____ District workshops. _____ Global Leadership Certificate (GLC).		If 2 or more, 2 points.	
b. Indicate the following leadership development opportunities attended by your club members online or in person. _____ Divisional events. _____ District convention workshops. _____ Key Leader event. _____ Global Leadership Certificate (GLC).		If 2 or more, 2 points.	
4. During the past year, has the club included: a. A candidate for district or international office?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	
b. A district or international officer or committee member?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 1 point.	

Total for Section C			Write point totals here:

D. Kiwanis family involvement – 12 points possible

Sponsoring Kiwanis Club interaction (online or in-person)

(See scoring section for point totals if club has no sponsor)

	Write answer	Scoring	Write point totals here:
Has sponsoring Kiwanis club advisor attended a minimum of 50% of Key Club meetings, online or in person?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points.	
2. Have Key Club members attended a minimum of four meetings of the sponsoring Kiwanis club, online or in person?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	
3. Has the Key Club participated in two or more joint service projects or inter-club with the sponsoring Kiwanis club, online or in person?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	
4. Has the Key Club presented two or more programs at a Builders Club or K-Kids meeting?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	
5. Has the Key club jointly sponsored a Builders Club or K-Kids club with its sponsoring Kiwanis club? Provide the club's name:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points	

Kiwanis family interaction

	Write answer	Scoring	Write point totals here:
Has the Key Club participated in at least one service project or inter-club online or in-person event with a Kiwanis club (other than its sponsor), CKI, Builders Club, K-Kids or other Kiwanis family organization?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, 2 points.	
Total for Section D			Write point totals here:

PART TWO: Club service

A. Service projects – 50 points possible

List all service projects and activities the Key Club has completed online or in person during the administrative year. The projects should be organized by month. For a recurring project (example: daily flag raising and lowering) treat the project as a single project for each month. Include the month, a brief project description, number of members participating and number of service hours produced by Key Club members during the month. Total the number of projects and enter in the scoring box.

	Project description	Month	# Members	Time spent	Service hours
Example:	Read at primary school	April	12	1 hour	12
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					

A. Service projects (continued)

List all service projects and activities the Key Club has completed during the administrative year.

	Project description	Month	# Members	Time spent	Service hours
Example:	Read at primary school	April	12	1 hour	12
26					
27					
28					
29					
30					
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					
41					
42					
43					
44					
45					
46					
47					
48					
49					
50					

Total for part two, section A.	Total service projects	Scoring	Write point totals here:
		Each project is 1 point, with a 50 point maximum.	

B. Service hours – 60 points possible

Calculate the total of service hours performed by members of the Key Club from the projects reported above. Divide the service hour total by the number of members (listed in the membership box on the front page of this form). This is the average for service hours. Round to the nearest whole number. Enter that number in the scoring box below.

Total for section B	Service hour total	Average number of members	Service hour total/ member total	Scoring	Write point totals here:
Average service hours				Each average service hour is 1 point, with 60 points maximum.	

C. Service fundraising – 20 points possible

Total the money raised by the Key club for nonprofit, educational and other charitable purposes. Convert the funds raised to US\$. Enter that figure on the blank to the right.

\$US: _____

Divide the US\$ figure by the number of members (listed in the membership box on the front page of this form). Enter that figure on the blank below.

Average number of members:

Round to the nearest whole number. Enter that number (maximum 20) in the scoring box.

Total for section C	\$US/member:	Scoring	Write point totals here:
Service fundraising		1 point for every \$US per member, with 20 points maximum.	

PART THREE: Scoring

Transfer the total score for each section to the proper box below. Note that there are separate point collection areas for Key Clubs with a Kiwanis sponsor and Key Clubs without a Kiwanis sponsor. Be sure to enter your club's scores in the correct location. Add the seven section totals to determine the final report score. Enter this total in the REPORT SCORE box to the right of the chart below.

PART ONE

PART TWO

Section:	A.	B.	C.	D.		A.	B.	C.	Final score
POINTS Sponsored by a Kiwanis club	22	16	10	12		50	60	20	190 possible points
POINTS No sponsoring Kiwanis club	22	16	9	4		50	60	20	182 possible points

NOVICE CLUB AWARD

The Annual Club Achievement Report Form must be postmarked no later than **Friday, February 14, 2025 to the address on page 7**

INTENT

New clubs, because of their age, in many cases are not able to compete with older clubs. The Novice Club Award gives new clubs a chance to be recognized for their service. This award is an incentive for new clubs to serve their schools and communities to the best of their ability. No club may win this award more than once.

CRITERIA

1. To be eligible, a club must be no more than three years old as of the 2025 Leadership Training Conference. Age will be determined by the club's official charter date.
2. Clubs must complete the Annual Achievement Report Form (including all required signatures). The Annual Achievement Report form can be found on pages 23-31, or at the following site:
<https://www.keyclub.org/resources/contests-awards-entry-forms/>.
3. Submissions must be mailed to New York District Administrator John Goldstein at the address noted on page 7 postmarked no later than February 14, 2025.

SINGLE SERVICE AWARD

Must be postmarked no later than Friday, February 14, 2025 to the address on page 7

INTENT

The New York District Single Service Award is given to individual Key Clubs of varying sizes, which through their unselfish efforts have produced the best single project this year, dedicated to their school and/or community. The best overall Single Service project across all membership categories will be awarded the Steven R. Scharoff Single Service Project Award.

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. Acceptable projects 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.

First, second, and third place winners may be awarded in each of the following membership categories: **Bronze (clubs with 35 members or less), Silver (36 to 60 members), Gold (61 to 85 members), and Platinum (86 members or more).**

CRITERIA

1. The Single Service Report Form must be completed and signed. It can be found on page 34 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
2. The activity must have been completed during 2024-2025 Key Club year (April 1, 2024 to March 31, 2025).
3. Single Service Award entries must be submitted in a binder, notebook, or portfolio which is neat and clearly labeled with the club's name and the title of the project.
4. The report must be typed and include clearly identified sections addressing the service need, the project plan, the project implementation, the final results, public awareness, and the number of members who participated in the event. The report may also include newspaper clippings, photographs, and other pertinent information.

JUDGING

Entries are judged based on the scoring system below.

- | | |
|---|------------------------|
| 1. Service Need | 10 points |
| 2. Project Plan | 20 points |
| 3. Project Implementation | 20 points |
| 4. Final Results | 25 points |
| 5. Public Awareness | 10 points |
| 6. Percentage of Members Participating: | 15 points |
| 1% - 9% = 6 points | 50% - 59% = 11 points |
| 10% - 19% = 7 points | 60% - 69% = 12 points |
| 20% - 29% = 8 points | 70% - 79% = 13 points |
| 30% - 39% = 9 points | 80% - 89% = 14 points |
| 40% - 49% = 10 points | 90% - 100% = 15 points |

KEY CLUB®

Contest criteria are posted in the [Key Club Guidebook](#) on page 59.

Single Service Award

Key Club name: _____ Club ID #: _____ District: _____

Number of members in club: _____ Total service hours involved: _____

Project name: _____ Contact name: _____

E-mail: _____ Phone number with area code: _____

Application return address: _____ City: _____

State/province: _____ Postal code: _____ Country: _____

Brief description of project: _____

Club membership

1. Enter the total number of dues paid club members as of January 1. 2. Enter the number of paid members in the box below. 3. Use the number in the box to determine the club's membership category. 4. Place a check next to the category that applies.

Number of dues paid members:

_____ Bronze (35 members or less)	_____ Silver (36-60 members)
_____ Gold (61-85 members)	_____ Platinum (86 members or more)

<p>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 or consecutive days, or recurring on different days. 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.</p> <p>B. Entries shall use the official Single Service Report form cover sheet 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.</p> <p>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.</p> <p>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; member participation, 15 points.</p> <p>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.</p>	<p>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.</p> <p>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.</p> <p>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.</p> <p>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 re-grading will take place after the results have been certified by the judges.</p>
--	--

Certification. This certifies that we, the undersigned, have read this report and that the activity described in this report and preparations for this report were performed by official Key Club members. NOTE: All signatures are required. Signatures from the school representative and the Kiwanis club representative must not be by the same person.

Kiwanis/faculty advisor: _____ Principal or designate: _____

MAJOR EMPHASIS PROGRAM AWARD

Must be postmarked no later than Friday, February 14, 2025 to the address on page 7

INTENT

The Major Emphasis Award is given to the Key Club which has produced the best Major Emphasis Project during the year through its unselfish efforts.

CRITERIA

1. The Major Emphasis Involvement Report Cover Sheet must be completed and signed, and must accompany the official entry report. The Major Emphasis Involvement Report Cover Sheet can be found on page 36 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
2. The entry report must be typed. Each section found in the judging section must begin on a new page with a heading that specifies the section being described. There is no word limit.
3. The described activity can cover any phase of Key Club Major Emphasis involvement specifically highlighting personal development and social interaction of children during the year from Leadership Training Conference to Leadership Training Conference. This report may include newspaper clippings, substantiating photographs, or other pertinent information. Acceptable projects may include both hands-on service and fundraising efforts.
4. To be eligible for the International contest, the report that wins the district contest must be received by the Key Club International office no later than the first Friday in May.

JUDGING

This award will be judged based on the following scoring system:

1. **Need (10 points)** - A statement must establish in what way the project deals with the Major Emphasis.
2. **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 Kiwanis Family or other organizations (10 points)** - Describe actions and partnerships formed. Describe how the project was publicized.
6. **Percentage of Key Clubbers Participating (10 points)**

1% - 9% = 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 the Major Emphasis Program (25 points)** - Describe any other projects/programs your club implemented to address the Major Emphasis Program and how your club worked with the Major Emphasis Program during other parts of the year.

KEY CLUB®

Contest criteria are posted in the [Key Club Guidebook](#) on Page 55.

Major Emphasis Award

Major Emphasis Involvement Report Cover Sheet

Key Club of: _____ Club ID #: _____

District: _____ Number of members in club: _____

Project name: _____ Total service hours involved: _____

Contact name: _____ E-mail: _____

Phone number with area code: _____

Application return address: _____ City: _____

State/province: _____ Postal code: _____ Country: _____

Brief description of project: _____

Major Emphasis Award governing rules

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 the report (see governing rule 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 may include both hands-on service and fundraising efforts.

D. Reports will be judged according to the amount of Major Emphasis activity (see governing rule 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 no later than the first Friday in May.

F. The decisions of the judges are final, and no changes, alterations or regrading will take place after the results have been certified by the judges.

G. The sections to be described and the points for each are as follows: **1. THE NEED** (10 Points): To qualify for judging, a statement must establish in what way the project deals with the major emphasis. **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 KIWANIS FAMILY AND OTHER ORGANIZATIONS** (10 points): Describe actions and partnerships formed. Describe how the project was publicized. **6. PERCENTAGE OF CLUB MEMBERS PARTICIPATING** (10 points) (Please refer to the Key Club Guidebook for details.) **7. CLUB'S OVERALL PROGRAM DEALING WITH MAJOR EMPHASIS** (25 points): Describe any other projects/programs your club implemented to address the major emphasis. Describe how your club worked with the major emphasis during other parts of the year.

Certification. This certifies that we, the undersigned, have read this report and that the activity described in this report and preparations for this report were performed by official Key Club members. NOTE: All signatures are required. Signatures from the school representative and the Kiwanis club representative must not be by the same person.

Faculty/Kiwanis advisor: _____ Principal or designate: _____

OUTSTANDING GOVERNOR'S PROJECT AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Outstanding Governor's Project Award is presented to a club that has produced the best project dedicated to the service initiative selected by the District Governor during the Key Club year. The 2024-2025 District Governor's Project is "The Arthritis Foundation".

CRITERIA

1. Letter of Nomination - One letter of nomination from a fellow club, district officer, and/or sponsoring Kiwanis Club must be included. The nomination must include a brief summary describing how the club demonstrated a clear understanding of the goal of the Governor's Project as well as how the project brought distinction to their Key Club, school, and community.
2. Project Description - A typed report/description of the project completed must be included and may contain newspaper clippings, photographs, and other pertinent information.
 - a. Be sure to include the number of dues-paying members in the club, the number of members who participated in the project, and the total number of service hours performed.

JUDGING

This award will be judged based on the following point system:

- | | |
|---|-------------------------|
| 1. Complies with the criteria above | 10 points (max.) |
| 2. Relevance to the Governor's Project | 10 points |
| 3. Planning of the Project | 20 points |
| 4. Implementation | 20 points |
| 5. Final Results of the Project | 20 points |
| 6. Percentage of club members participating | 20 points |
| 1% - 9% = 2 points | 50% - 59% = 12 points |
| 10% - 19% = 4 points | 60% - 69% = 14 points |
| 20% - 29% = 6 points | 70% - 79% = 16 points |
| 30% - 39% = 8 points | 80% - 89% = 18 points |
| 40% - 49% = 10 points | 90% - 100% = 20 points |

KIWANIS FAMILY RELATIONS AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

Kiwanis Family Relations play a vital role in the success of each Key Club and encourages communication and relationship building with other branches of the Kiwanis Family. The Kiwanis Family Relations Award goes to the club that has taken the greatest initiative to reach out to other branches of the K-Family.

CRITERIA

1. Each entry must include a typed "portfolio" (not to exceed twelve 8 ½ x 11 pages) with the following sections:
 - a. Descriptions of joint service projects with Kiwanis Clubs
 - b. Descriptions of joint service projects with Circle K Clubs, Builders Clubs, K-Kids Clubs, and Aktion Clubs
 - c. Descriptions of sponsorships and club building of Builders Clubs, K-Kids Clubs, and Aktion Clubs
 - d. Attendance at Kiwanis, Circle K, Builders Club, K-Kids, and Aktion Club meetings
2. The portfolio may include photographs, newspaper clippings, fliers, and any other pertinent information.
3. A cover letter, written by the president of the Key Club, confirming the club's K-Family involvement must also be included.

INTERCLUB AWARD

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

Interclub is the act of participating in events throughout the year with other Key Clubs. This includes attending each other's meetings, taking part in events planned by multiple Key Clubs, etc. (It **does not** include divisional meetings or events.) The Interclub Award accounts for planning and participating in a particular project.

CRITERIA

1. Submission must include a cover letter (not to exceed two pages, typed, double-spaced) jointly signed by the club presidents and advisors of each club involved. The cover letter must include:
 - a. a description of the interclub project,
 - b. the number of members involved in the planning and execution of the project,
 - c. the causes the project supported (if any),
 - d. the success of the project, and
 - e. any other pertinent information.
2. A letter of confirmation signed by the respective Lieutenant Governor(s) must also be included. If there is a Lieutenant Governor vacancy in the division, please state so in the aforementioned cover letter.

JUDGING

Each application will be judged purely on the merit and success of the project, not the number of hours or amount of money raised.

PUBLIC RELATIONS AWARD

Must be postmarked no later than Friday, February 14, 2025 to the address on page 7

INTENT

Often the most successful clubs are the ones that make the most effective use of public relations. Service is important, but without public relations, it would be nearly impossible to organize and implement events. The Public Relations Award recognizes those clubs that have done an exceptional job at managing and disseminating information to the public about club activities and projects.

CRITERIA

1. Entries must be submitted in a binder, notebook, or portfolio form.
2. Entries must contain Public Relations materials utilized by the Key Club throughout the 2024-2025 service year. Include proof of all materials (actual documents or pictures of them, links to TV/radio coverage, etc.), dates of distribution for all material, and number of copies made of each material.

JUDGING

This award will be judged based on the following point structure:

- | | |
|---|-----------------------|
| 1. Articles submitted to The Empire Key / District Publications | 5 to 15 points |
| 2. Articles submitted to Lt. Governor's newsletters | 5 to 15 points |
| a. If your division does not have a Lt. Governor, please mention that in your application | |
| 3. Club Newsletters / Spotlights | 5 to 20 points |
| 4. Posters / Flyers | 5 to 20 points |
| a. Printed and digital versions are acceptable | |
| b. Artistic value and visual appearance will be considered | |
| 5. Web Page / Media | 5 to 30 points |
| a. Submissions to outside organizations/publications | |
| b. Social media outreach | |



DIGITAL SCRAPBOOK CONTEST

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

CRITERIA

1. A Key Club may only enter one of the three Scrapbook contests (traditional, non-traditional, or digital). Failure to comply with this rule will result in the disqualification of all entries.
2. A Key Club may enter a digital scrapbook or composition of other media containing pictures, souvenirs, newspaper clippings, or other representations of its activities during the club administrative year (defined as being from April 1, 2024 to March 31, 2025).
3. The entry should be developed using a personal computer, digital or scanned photos and/or computer graphics software.
4. Each entry should adequately portray the following categories: Service to School, Service to Community, Fundraising Projects, Kiwanis Family Interaction, Major Emphasis Involvement, and Miscellaneous. (The Major Emphasis theme, "Children: Their Future, Our Focus" is detailed on page 44 of the Key Club Guidebook.)
5. 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 will deduct five points for a missing Table of Contents.
6. Each entry is required to be submitted in PDF format.
7. The Scrapbook Year in Review Report must be filled out, signed, and submitted with a working link or pdf file of the scrapbook. If this form is not submitted with the digital scrapbook, ten points will be deducted. This form must be signed by the Key Club president and Faculty Advisor stating the scrapbook's retail cost value (including photographic materials, equipment, and/or software) does not exceed US\$300. Work done by Key Club members such as hand-lettering, artwork, etc., need not be included as cost items. The year in review form can be found on page 45 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
8. First, second, and third place awards may be presented. Only the first- and second-place district winners will be eligible to represent the New York District in the Digital Scrapbook contest at International Convention.

JUDGING

The winners will be selected based on this point system:

Presentation (70 points)

- | | |
|--|------------------|
| 1. Uniqueness/creativity of project presentation | 30 Points |
| 2. Artistic value and visual appearance | 20 Points |
| 3. Newspaper clippings and photographs | 20 Points |

General Content (60 points)

- | | |
|--|------------------|
| 1. Service to school | 10 Points |
| 2. Service to community | 10 Points |
| 3. Fundraising Projects | 10 Points |
| 4. Kiwanis Family Interaction | 10 Points |
| 5. Involvement with Major Emphasis Program | 10 Points |
| 6. Miscellaneous | 10 Points |

TRADITIONAL SCRAPBOOK CONTEST

Must be brought to the Leadership Training Conference for judging

CRITERIA

1. A Key Club may only enter one of the three Scrapbook contests (traditional, non-traditional, or digital). Failure to comply with this rule will result in the disqualification of all entries.
2. A Key Club may enter a scrapbook containing pictures, souvenirs, newspaper clippings, etc., of its activities during the club administrative year (defined as being from April 1, 2024 to March 31, 2025). Each scrapbook must be subdivided into the following categories: Service to School, Service to Community, Fundraising Projects, Kiwanis Family Interaction, Major Emphasis Involvement, and Miscellaneous.
3. Each category must be separated accordingly by tabs. In other words, the first page of each section must have a small tab affixed to the page on which the name of the section is written. The tabs should be visible when the book is open, but not protrude from the side when it is closed.
4. 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 will deduct five points for a missing Table of Contents.
5. Each entry is required to be submitted in a scrapbook binder measuring no larger than 14 inches wide by 14 inches high. The cover may be decorated.
6. The Year in Review Contest Entry form must be filled out, signed, and affixed to the inside front cover of the scrapbook. If this form is not affixed to the front inside cover of the scrapbook, ten points will be deducted. This form must be signed by the Key Club president and Faculty Advisor stating the scrapbook's retail cost value (including photographic materials) does not exceed US\$300. The year in review form can be found on page 45 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
7. No audio, visual, or computer equipment will be allowed as part of the entry. The entry must be sturdy to allow for shipping and handling by judges as necessary.
8. First, second, and third place awards may be presented. First and second place winners will be eligible to represent the New York District in the Traditional Scrapbook Contest at International Convention.

JUDGING

The winners will be selected based on this point system:

Presentation (70 points)

- | | |
|--|------------------|
| 1. Uniqueness/creativity of project presentation | 30 Points |
| 2. Artistic value and visual appearance | 20 Points |
| 3. Newspaper clippings and photographs | 20 Points |

General Content (60 points)

- | | |
|--|------------------|
| 1. Service to school | 10 Points |
| 2. Service to community | 10 Points |
| 3. Fundraising Projects | 10 Points |
| 4. Kiwanis Family Interaction | 10 Points |
| 5. Involvement with Major Emphasis Program | 10 Points |
| 6. Miscellaneous | 10 Points |

NON-TRADITIONAL SCRAPBOOK CONTEST

Must be brought to the Leadership Training Conference for judging

CRITERIA

1. A Key Club may only enter one of the three Scrapbook contests (traditional, non-traditional, or digital). Failure to comply with this rule will result in the disqualification of all entries.
2. A Key Club may enter a non-traditional scrapbook or composition of other media containing pictures, souvenirs, newspaper clippings, or other representations of its activities during the club administrative year (defined as being from April 1, 2024 to March 31, 2025).
3. Each entry should adequately portray the following categories: Service to School, Service to Community, Fundraising Projects, Kiwanis Family Interaction, Major Emphasis Involvement, and Miscellaneous.
4. The Scrapbook Year in Review Report must be filled out, signed, and affixed to the inside front cover of the scrapbook. If this form is not affixed to the front inside cover of the scrapbook, ten points will be deducted. This form must be signed by the Key Club president and Faculty Advisor stating the scrapbook's retail cost value (including photographic materials) does not exceed US\$300. Work done by Key Club members such as hand-lettering, artwork, etc., need not be included as cost items. The year in review form can be found on page 45 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
5. 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.
6. First, second, and third place awards may be presented. (Note: Key Club International is not offering the Non-Traditional Scrapbook Contest at International Convention.)

JUDGING

The winners will be selected based on this point system:

Presentation (70 points)

- | | |
|--|------------------|
| 4. Uniqueness/creativity of project presentation | 30 Points |
| 5. Artistic value and visual appearance | 20 Points |
| 6. Newspaper clippings and photographs | 20 Points |

General Content (60 points)

- | | |
|---|------------------|
| 7. Service to school | 10 Points |
| 8. Service to community | 10 Points |
| 9. Fundraising Projects | 10 Points |
| 10. Kiwanis Family Interaction | 10 Points |
| 11. Involvement with Major Emphasis Program | 10 Points |
| 12. Miscellaneous | 10 Points |



Contest criteria are posted in the [Key Club Guidebook](#), pages 56-58. **Year in review contest entry form**

Key Club name: _____ Club ID #: _____

District: _____

President name: _____

Advisor name: _____ Phone number with area code: _____

Advisor email: _____

Check one: Faculty advisor Kiwanis advisor

This statement must be signed by the Key Club president and advisor stating the scrapbook's retail cost value (including photographic materials) does not exceed the amount of US\$300.

Key Club president: _____ sign/date Advisor: _____ sign/date

Complete a budget spreadsheet detailing the cost of the items purchased and donated to create the scrapbook.

Item	Cost

CLUB NON-DIGITAL POSTER CONTEST

Must be brought to the Leadership Training Conference for judging

CRITERIA

1. A Key Club may not enter both the Non-Digital and Digital Poster contests. Failure to comply with this rule will result in the disqualification of both entries.
2. The poster should be designed to recruit new members for Key Club and should not bear the name of any school, community, or district. It must be in good taste and appropriate to the standards set by the Objectives of Key Club International.
3. The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch from the prescribed contest dimensions. The poster should not measure more than one-eighth inch in thickness.
4. The non-digital poster may not include material produced through electronic means, such as cameras and computer software.
5. The Poster Contest Entry form must be filled out and signed, and must accompany the non-digital poster submission. The poster contest entry form can be found on page 48 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
6. Although a poster will not be selected based on its ability to be reproduced, keep in mind that a printer friendly poster is more likely to be circulated following Leadership Training Conference (and International Convention, if applicable) than one that is difficult to reproduce.
7. First, second, and third place awards may be presented. The first place winner will be eligible to represent the New York District in the Non-Digital Poster Contest at International Convention.

JUDGING

The winners will be selected based on this point system:

- | | |
|---|------------------|
| 1. Originality / Creativity | 50 points |
| 2. Effectiveness for member recruitment | 25 points |
| 3. Appearance and artistic expression | 25 points |

CLUB DIGITAL POSTER CONTEST

Must be brought to the Leadership Training Conference for judging

CRITERIA

1. A Key Club may not enter both the Non-Digital and Digital Poster contests. Failure to comply with this rule will result in the disqualification of both entries.
2. The poster should be designed to recruit new members for Key Club and should not bear the name of any school, community, or district. It must be in good taste and appropriate to the standards set by the Objectives of Key Club International.
3. The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch from the prescribed contest dimensions. The poster should not measure more than one-eighth inch in thickness.
4. The digital poster may include material produced through electronic means, such as cameras and computer software.
5. The Poster Contest Entry form must be filled out and signed, and must accompany the non-digital poster submission. The poster contest entry form can be found on page 48 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
6. Although a poster will not be selected based on its ability to be reproduced, keep in mind that a printer friendly poster is more likely to be circulated following Leadership Training Conference (and International Convention, if applicable) than one that is difficult to reproduce.
7. First, second, and third place awards may be presented. The first place winner will be eligible to represent the New York District in the Digital Poster Contest at International Convention.

JUDGING

The winners will be selected based on this point system:

- | | |
|---|------------------|
| 1. Originality / Creativity | 50 points |
| 2. Effectiveness for member recruitment | 25 points |
| 3. Appearance and artistic expression | 25 points |

KEY CLUB®

MEMBER RECRUITMENT POSTER CONTEST ENTRY FORM

Non-digital poster contest **Digital poster contest**

Poster contest criteria can be found in the Key Club Guidebook, www.keyclub.org/guidebook, starting on page 51.

To fill in this form, please use Adobe Reader to type or print and use blue or black ink.

Entries become the property of Key Club International and will not be returned. Key Club International reserves the right to reproduce winning entries. Appropriate recognition will be provided to the Key Club and the poster's artist.

Key Club of: _____ Club ID #: _____

District: _____

Share link to poster (check the share settings on the link to work outside your organization).

Contact Information

Please check one: Faculty advisor Kiwanis advisor

Advisor name: _____

Phone number with area code: _____ E-mail: _____

Signature of faculty advisor or Kiwanis advisor:

(Signature) _____ (Print name here) _____

Key Club artist producing poster

Artist name: _____ E-mail: _____

Signature of Key Club artist attesting to the poster's originality:

(Signature) _____ (Print name here) _____

CLUB VIDEO CONTEST

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

CRITERIA

1. The Video Contest Entry form must be filled out and signed, and must accompany the video submission. The video contest entry form can be found on page 50 or at the following site: <https://www.keyclub.org/resources/contests-awards-entry-forms/>.
2. The video must be produced by club members at a cost not to exceed \$300.
3. The video should be promotional for Key Club as an organization and/or Key Club within its respective school/community. It should be in good taste and appropriate to the standards set by the Objects of Key Club International.
4. The length of the video should be no more than 60 seconds.
5. The video must be submitted as a link to a YouTube video. If you do not have a YouTube account, you can create one for free using a Google account.
6. The video may not include any copyrighted music. Royalty-free music is available on websites such as: www.youtube.com/audiolibrary/music. Other sites can be found by searching for “royalty free music”.
7. First, second, and third place awards may be presented. The first place winner will be eligible to represent the New York District in the Club Promotional Video Contest at International Convention.

JUDGING

The winners will be selected based on this point system:

- | | |
|-----------------------------|------------------|
| 1. Originality / Creativity | 10 points |
| 2. Promotion of Key Club | 20 points |
| 3. Clarity of Message | 20 points |
| 4. Quality of Production | |
| a. Sound quality | 10 points |
| b. Picture quality | 10 points |
| 5. Overall Impression | 30 points |

KEY CLUB®

KEY CLUB PROMOTIONAL VIDEO CONTEST ENTRY FORM

Contest and award criteria can be found in the Key Club Guidebook, www.keyclub.org/guidebook, on page 54.

Please type information on this form and email it and your shared video to the district administrator.

Entries become the property of Key Club International. Key Club International reserves the right to reproduce winning entries for any use deemed appropriate by Key Club International. Appropriate recognition will be provided to the Key Club.

Key Club name: _____ Club ID #: _____

District: _____

Contact information

Please check one: Faculty advisor Kiwanis advisor

Advisor name: _____

Phone number with area code: _____ E-mail: _____

Signature of faculty advisor or Kiwanis advisor:

(Signature) _____ (Print name here) _____

This certifies that this video is original and was created in accordance with copyright laws:

(Signature) _____ (Print name here) _____

Please itemize costs associated with creation of this video:

Donations: \$ _____
 Video editing: \$ _____
 Props/scenery: \$ _____
 Other: \$ _____
 Other: \$ _____
 Total: \$ _____

District administration team:

_____ This video placed first at district convention.

_____ This video was selected by other means and was approved for entry for international competition by the Key Club district administrator.

Note: Only district winners are eligible for submission to the international competition. Refer to the Key Club Guidebook for additional information and deadlines.

CLUB T-SHIRT CONTEST

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

Key Clubbers often strive to promote Key Club International through apparel. The Club T-Shirt Award recognizes a club which creates an outstanding T-Shirt design that promotes Key Club in a positive and effective manner. Clubs may submit only one design per year. Entries of more than one will disqualify all submissions from that club.

First, second, and third place winners will be announced during the Leadership Training Conference.

CRITERIA

1. The following information must be submitted with each entry:
 - a. A .pdf file containing the design on the front, back, and base color of the shirt OR a working link to the design of the T-shirt online.
 - b. The text contained on the front and back of the shirt. If the shirt contains text anywhere else, please list it and specify the location.
2. The shirt must:
 - a. Promote the home club, the New York District, and/or Key Club International.
 - b. Contain text and graphics. All text and graphics must be in good taste and appropriate to the standards set by the Objects of Key Club International.

JUDGING

The winners will be selected based on this point system:

- | | |
|--|------------------|
| 1. Originality / Creativity | 20 points |
| 2. Effectiveness for Member Recruitment and/or Promotion of Key Club | 20 points |
| 3. Overall Appearance / Artistic Impression | 10 points |

TALENT CONTEST

**Talent Contest Auditions will be held during the Leadership Training Conference
(time and location to be announced)**

**Sign up online no later than Friday, March 14, 2025 at 8:00 PM at
www.tinyurl.com/KeyClubAwards**

INTENT

The Talent Contest is held annually at the Leadership Training Conference to showcase the outstanding talent that exists within the New York District of Key Club International. Acts will be required to demonstrate their ability and entertainment appeal at preliminary auditions (time and place to be announced). The most entertaining acts will be selected to perform during the conference.

CRITERIA

1. A Talent Contest entry may take any form as long as it is entertaining and in good taste.
2. Acts may be no more than five minutes in length. (Acts which exceed five minutes will be disqualified.)
3. All participants in an act must be official members of a Key Club in good standing with the New York District and Key Club International.
4. All contestants must provide any materials (props, instruments, costumes, etc.) that are needed for their own performance. The New York District is not responsible for providing any materials for acts.
5. Anyone who wishes to enter an act that requires something that cannot be brought to the conference (e.g., a piano) should contact Awards Committee Co-Chairs Giorgio Sylvestre (gsylvestre.ea@nydkc.org) or Noah Rozin (division10@nydkc.org) no later than March 1, 2025. The New York District is not responsible for providing materials for acts.

JUDGING

Performance selections will be based on the following point system:

- | | |
|--|------------------|
| 1. Content | 20 Points |
| 2. Performance and Entertainment Value | 30 Points |
| 3. Poise and Confidence | 10 Points |
| 4. Audience Response | 20 Points |
| 5. Personal Evaluation | 20 Points |

ORATORICAL CONTEST

Oratorical Contest Auditions will be held during the Leadership Training Conference (time and location to be announced)

Sign up online no later than Friday, March 14, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

The 2024-2025 Oratorical Contest Topic is the following:

As we celebrate the 100th anniversary of Key Club International as an organization, we honor the legacy of servant leadership that has positively impacted countless people. Reflect on your personal experiences as a Key Club member and how they have contributed to this century-long impact. How has your involvement shaped your growth, and what do you envision for the future of Key Club as it continues to empower the next generation of high school students?

CRITERIA

1. The subject matter of the oration and the presentation must be original and completely developed by each orator. Content and presentation will be considered equally in judging.
2. Each orator is permitted a maximum of five minutes for their presentation. Exceeding the time limit by 10 seconds or more will result in a penalty unless extenuating circumstances exist.
3. During the conference, elimination trials will be held (time and place to be announced at the conference).
4. Up to three orators may be recognized for their efforts (one winner and two honorable mentions). The Oratorical winner will address the conference at a General Session, and is eligible to represent the New York District in the Oratorical Contest at the Key Club International convention.
5. Each orator must be an official Key Club member in good standing with the New York District and Key Club International, and the orator's home club must also be in good standing with the New York District and Key Club International.

JUDGING

The winners will be selected based on this point system:

Speech (50 points):

- | | |
|---|------------------|
| 1. Clarity of message and projection of ideas | 15 Points |
| 2. Structure (including organization, grammar, transitions, flow, etc.) | 15 Points |
| 3. Depth | 5 Points |
| 4. Originality | 15 Points |

Delivery (50 points):

- | | |
|---|------------------|
| 1. Presence (posture, gestures, and ability to engage the audience) | 15 Points |
| 2. Voice (tone, diction, effectiveness, pronunciation) | 15 Points |
| 3. Ease of presentation & intimacy with audience | 15 Points |
| 4. Attention of audience | 5 points |



GOVERNOR'S SCHOLARSHIP

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

The Governor's Scholarship is available to any college-bound New York District Key Club member in good standing. The scholarship will reward those Key Clubbers who go beyond the call of service and who recognizes the importance of the Governor's Project. Up to two (2) scholarship winners will be announced at the annual Leadership Training Conference. Winners will be given a \$1,000 check made out in their name and the educational institution they will be attending. The Governor and the District Administrator, and/or a special committee appointed by the District Administrator, will choose the recipient(s) of the Governor's Scholarship. A minimum of one and a maximum of two \$1,000 scholarships will be granted.

CRITERIA

1. Candidate must provide a copy of their current high school transcript.
2. Proof of at least 60 hours of service to home, school, and community (verified by the Key Club president and faculty advisor)
3. Submission of a minimum of two (2) and maximum of five (5) recommendation letters (one must be from the faculty or Kiwanis advisor)
4. Candidate must submit a brief essay (no more than 200 words) addressing one of the following:
 - a. Describe the importance of this year's Governor's Project, "The Arthritis Foundation".
 - b. Describe the importance of a project that the candidate participated in which is related to this year's Governor's Project, "The Arthritis Foundation".

KIWANIS MEMORIAL SCHOLARSHIP

Must be submitted online no later than Friday, February 21, 2025 at 8:00 PM at www.tinyurl.com/KeyClubAwards

INTENT

Kiwanis has been our greatest source of support and guidance. They have encouraged us to continue our dedication to community service and to embrace the ideals of our organization. They strive to help Key Club members appreciate the many benefits that Key Club has to offer. The Kiwanis Memorial Scholarship awards \$1,000 to assist with the collegiate career of an active Key Clubber who aspires to make Key Club a more inclusive organization. With this scholarship, we continue the work of the dedicated Kiwanis members who educate and guide us.

CRITERIA

1. The applicant must have a minimum of two-year involvement (dues paid) with Key Club.
2. The applicant should exhibit a dedication to the ideals of Key Club in daily living and support of Key Club projects.
3. The applicant must be a college bound high school senior who is planning on pursuing a career that is involved with children.
4. The applicant must submit an essay between 250 and 500 words that answers the following question:
“Describe one way in which Key Club has assisted you or given you an opportunity to make an impact on someone's life, your school and/or community.”
5. The applicant's essay must be signed by their home club faculty advisor and/or Kiwanis advisor. By signing the essay, the advisor acknowledges that its contents are authentic and accurate.
6. The applicant must also include two brief letters of recommendation from the following:
 - a. their faculty **or** Kiwanis advisor, and
 - b. a club member in good standing.

NY DISTRICT KIWANIS FOUNDATION SCHOLARSHIP

Must be nominated by a Kiwanis Club in good standing and be submitted online no later than April 15, 2025 at [New York District Kiwanis Foundation Scholarship](#)

INTENT

The New York District Kiwanis Foundation Scholarship is designed to assist high school seniors who have demonstrated outstanding community service, leadership, academic achievement, and financial need. This one-time scholarship can be used for college-related expenses, including tuition, room and board, and books. The Scholarship Selection Committee will carefully review all nominations and the successful applicants will be announced in May 2025. All aspects of the program, including the criteria are subject to change by the Foundation Board of Directors.

The application for the New York District Kiwanis Foundation Scholarship can be found at: [New York District Kiwanis Foundation Scholarship](#)

CRITERIA

1. The applicant must be nominated by a Kiwanis Club in good standing.
2. A completed application (including all required documentation) must be submitted online on or before April 15, 2025.
3. To be eligible for the scholarship, applicants must meet the following criteria:
 - a. Demonstrated outstanding community service through school and community activities;
 - b. Demonstrated leadership qualities through school and community activities;
 - c. Academic success and achievement; and
 - d. Documented financial need.

LOCAL KIWANIS CLUB SCHOLARSHIPS

Many local Kiwanis Clubs offer scholarships to members of the Key Clubs that they sponsor. Members in good standing of the New York District are encouraged to reach out to their sponsoring Kiwanis Club to see what scholarships might be available. You can contact the co-chairs of the District Awards Committee if you need any assistance in finding your sponsoring Kiwanis Club.



ACHIEVED INCREASED MEMBERSHIP AWARD

The Achieved Increased Membership Award is presented to clubs who have increased their club size significantly (15% or more) in comparison to the previous Key Club year. Clubs which do not qualify for this award will be automatically considered for the Membership Retention Award.

MEMBERSHIP RETENTION AWARD

The Membership Retention Award is presented to clubs that have achieved a membership increase of up to 15% from the previous service year. Clubs which have maintained the same membership level as the prior year will also be recognized.

EXCELLENCE IN FUNDRAISING AWARD

The Excellence in Fundraising Award is presented as two separate awards:

1. Single Largest Fundraising Effort – presented to the club that has raised the largest amount of money through a single service project.
2. Largest Cumulative Fundraising Total – presented to the club that has raised the greatest amount of money, in aggregate, during the service year.

For both, winning clubs will be determined by information reported on Fundraising Report Forms submitted by clubs throughout the administrative year.

DISTRICT PROJECT FUNDRAISING AWARD

The District Projects Fundraising Award(s) are awarded to the clubs which raised the greatest amount of funds for any of the 2024-2025 District Endorsed Projects. The 2024-2025 Endorsed Projects include: Doctors Without Borders, The Arthritis Foundation, Kamp Kiwanis, Kiwanis Pediatric Trauma Center, and Kiwanis Pediatric Lyme Disease Foundation. For each of these projects, one award will be given. Winners will be determined by information reported on Fundraising Report Forms submitted by clubs throughout the administrative year.

SERVICE HOURS PER MEMBER AWARD

The Service Hours per Member Award recognizes the club(s) that has reported the greatest number of service hours in proportion to the number of members in the club. Winners will be determined by information reported on the Monthly Report Forms submitted by clubs throughout the administrative year.

COMPLETED PAPERWORK AWARD

The Completed Paperwork Award is presented to clubs which submitted all necessary reports to the District prior to the annual Leadership Training Conference. To receive this award, a club must have submitted to the District Secretary, its Election Report Form and all Monthly Report forms (April 2024 through March 2025). Eligible clubs will be recognized during an appropriate session at the Leadership Training Conference.

PERFECT PAPERWORK AWARD

The Perfect Paperwork Award is presented to clubs which deserve to be recognized for diligently submitting all necessary reports to the District on-time. To receive this award, a club must have submitted to the District Secretary, its Election Report Form and all Monthly Report forms (April 2024 through March 2025) by the tenth of the successive month (e.g., April 2024 no later than May 10; May 2024 no later than June 10, etc.).

EARLY BIRD DUES AWARD

The Early Bird Dues Award recognizes those clubs which submitted dues earlier than the required deadline. Clubs must have submitted dues to both New York District and Key Club International before the early bird deadline of November 1, 2024. Eligible clubs will be recognized during an appropriate session at the Leadership Training Conference.



SANDY NININGER MEDAL

[Sandy Nininger Award Package](#)

Former Key Club member Sandy Nininger died a hero at the battle of Bataan in January 1942, only one month after the United States entered World War II. He was awarded the first Congressional Medal of Honor of WWII "for conspicuous gallantry and intrepidity above and beyond the call of duty in action." In 1946, Key Club International formally named Lieutenant Alexander R. "Sandy" Nininger as the ideal Key Club member and the Sandy Nininger Medal was adopted. Since then, this gold medal, with Sandy's likeness superimposed upon it, has been presented by Key Clubs and Key Club Districts to outstanding students who have given of themselves "above and beyond the call of duty." To purchase a Sandy Nininger award package, please click the link above.

G. HAROLD MARTIN FELLOWSHIP MEDAL

The G. Harold Martin Fellowship is attainable through a donation of \$250 to the Youth Opportunities Fund. Additional donation levels of \$250 are honored as diamond level fellowships. Fellowships can be obtained through a donation in honor of an individual or by an individual. To purchase a Fellowship, contact the Youth Opportunities Fund at Kiwanis International (1-800-KIWANIS) to receive a G. Harold Martin Fellowship application form.

A. G. TERRY SHAFFER HONORARY

This award is named after A.G. Terry Shaffer, the epitome of Kiwanis. Terry began his Kiwanis family adventure as a member of Key Club at Sunbury High School in Sunbury, Pennsylvania. Terry went on to serve as club president of three Kiwanis clubs: Selinsgrove, Pennsylvania; Southeast Area, Chicago; and Northwest Indianapolis. He served as secretary of those three clubs and the Kiwanis Club of Tri-Village, Rich Township, Illinois. He also served as lieutenant governor of Division 12, Pennsylvania District, for two years, and as district chairman of three committees of the Pennsylvania District. One of those committees was Key Club, and 44 new Key Clubs were built during that three-year period.

Terry also served as a member of the International Committee on Key Clubs during Kiwanis International's golden anniversary year of 1965. Terry was a member of the International Office staff for nearly 35 years, from 1969 to 2004. He held a wide variety of responsibilities on the Kiwanis International staff ranging from manager of club services, to Circle K International administrator, to International Secretary. In 1998, the title of International Secretary was changed to Executive Director. Terry served as Executive Director until his successor was named on January 8, 2004. He then served as the organization's Archivist/Historian.

Upon his retirement, the International Board of Trustees named him Executive Director Emeritus. Terry's life was cut short by cancer and he passed away in 2005. His widow, Nancy Shaffer, survives him. Recipients are presented an attractive award designed specifically for the Shaffer Honorary. The award signifies that a minimum contribution of \$1,000 has been given. Shaffer Honorary proceeds are placed in the Key Club International Youth Opportunity Fund. Held within the Kiwanis International Foundation, this endowment fund's earnings will be used to provide grants in support of Key Club community-service projects and scholarships. A.G. Terry Shaffer Honoraria may be ordered by contacting Kiwanis International (1-800-KIWANIS) and requesting an A.G. Terry Shaffer Honorary order form.

NEW YORK DISTRICT: KEY CLUB



2024 – 2025: AWARDS BOOKLET