



• KEY CLUB •

Illinois-Eastern Iowa District

2023-2024

KEY CLUB INTERNATIONAL

**Awards Criteria and
Applications**

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KEY CLUB

**Illinois-Eastern Iowa District
*of Key Club International***

Individual Awards

Distinguished President

Distinguished Vice President

Distinguished Secretary

Distinguished Statistical Secretary

Distinguished Treasurer

Distinguished Editor

Distinguished Senior Member

Distinguished Junior Member

Distinguished Sophomore Member

Distinguished Freshman Member

100 Hour Honor

DISTINGUISHED OFFICER

Being a distinguished officer is a major achievement requiring dedication to Key Club as well as motivation to serve the school and community. It is essential to attend all club and board meetings to better serve the club and to collaborate with other officers in order to achieve success. Presiding at meetings and setting goals will allow for growth throughout the school year, leading to noteworthy moments of service that both officers and club members will find gratifying.

DISTINGUISHED MEMBER

A distinguished club member is any one student from a particular grade level that demonstrates a passion for service and commitment to their club as a whole. Their service hours exceed those of typical members and they are excited to branch out from local Key Club meetings to those of their division and district.

An individual may apply for only ONE of the above two awards. A Key Clubber cannot receive both a Distinguished Officer award AND a Distinguished Class Member award.

DISTINGUISHED PRESIDENT

The Distinguished President Award is presented to those presidents who have carried out the duties of their office in an outstanding manner.

President's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished President, the nominee must earn a minimum of **33 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.
Date of FLR or training by LTG: _____
- 2. Ensure the club is in attendance at a majority of the Division Council Meetings (DCM) held by your Lt. Governor.
- 3. Preside at all board meetings and club meetings or ensure leadership will be covered.
- 4. Ensure all club monthly reports are submitted.
- 5. Ensure club dues are paid by December 1st. Date Dues Paid: _____
- 6. Involve club in at least one joint activity with sponsoring Kiwanis Club. Date of Event: _____
- 7. Hold elections before the District Key Club Convention. Date of Actual/Scheduled Election: _____
- 8. Must perform at least 60 hours of service.
- 9. Hold at least one new member orientation.
- 10. Ensure club has a net increase in membership. Dues Paid Members May 2024: _____ 12/31/23: _____
- 11. Hold a social event for members.

B. The completion of each of the following criteria is worth **1 point**. Many of the points in this section are earned after meeting and exceeding the criteria in Section A.

- 1. Attend the Club President's Training with Lieutenant Governor
- 2. Lead at least one service project and have continual involvement in service throughout term.
- 3. Ensure all report forms are submitted and are on time.
- 4. Ensure club dues are paid by November 1st .
- 5. Ensure club members attend sponsoring Kiwanis Club meeting. Date of Kiwanis Meeting: _____
- 6. Ensure the club participates in at least one interclub event. Interclub with: _____ Date: _____
- 7. Personally attend at least two Kiwanis meetings. List dates here: _____,
- 8. Perform at least 75 hours of service.
- 9. Ensure the club makes a monetary or material donation to a Key Club preferred charity.
Name of Charity: _____
- 10. Attend 2023 International Convention.

Required Signatures:

TOTAL POINTS: _____

Key Club Faculty or Kiwanis Advisor

Lt. Governor

*This application must be received by: **February 1, 2024***

Use the link found at the top of this page or online at www.ikeyclub.org

or Mail to: Lisa Dewitt, 217 N Maple St., Sycamore, IL 60178

*Or E-mail by 11:59 p.m. on: **February 1, 2024** to: fldewitt1011@gmail.com*

DISTINGUISHED VICE PRESIDENT

The Distinguished Vice President Award is presented to those vice presidents who have carried out the duties of their office in an outstanding manner.

Vice President's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Vice President, the nominee must earn a minimum of **20 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.
Date of FLR or training by LTG: _____
- 2. Attend all board meetings.
- 3. Assist President with all duties as needed.
- 4. Attend a majority of regular club meetings.
- 5. Perform 60 hours of service.
- 6. Preside at all meetings missed by the President.
- 7. Be sure the club is involved in service projects in support of both District and International themes (helping children).
- 8. Organize and/or run a club committee system. Number of Committees: _____

B. The completion of each of the following criteria is worth **1 point**. Many of the points in this section are earned after meeting and exceeding the criteria in Section A.

- 1. Attend Club Vice President's Training.
- 2. Attend all regular club meetings.
- 3. Participate in at least one interclub event. Interclub with: _____ Date: _____
- 4. Attend at least two Kiwanis meetings. List dates here: ,
- 5. Perform at least 75 hours of service.
- 6. Ensure the club makes a monetary or material donation to any Key Club preferred charity. Name of charity: _____
- 7. Attend 2023 International Convention.

Required Signatures:

TOTAL POINTS: _____

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED SECRETARY

The Distinguished Secretary Award is presented to those secretaries who have carried out the duties of their office in an outstanding manner.

Secretary's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Secretary, the nominee must earn **20 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.

Date of FLR or training by LTG: _____

2. Attend all board meetings.
3. Attend a majority of regular club meetings.
4. Ensure the current club officer roster is submitted by September 15th.
5. Ensure all monthly report forms for which responsible are submitted.
6. Perform 60 hours of service.
7. Maintain a record of each member's attendance at club meetings. **Attach sample attendance record.**
8. Submit a copy of minutes from a club meeting **(Requires an attachment).**

B. The completion of each of the following criteria is worth **1 point**. **Many of the points in this section are earned after meeting and exceeding the criteria in Section A.**

1. Attend Club Secretary/Statistical Secretary's Training.
2. Attend all regular club meetings.
3. Attend at least two Kiwanis meetings. List dates here: _____,
4. Participate in at least one interclub event. Interclub with: _____ Date: _____
5. Submit one copy from a board meeting minutes **(Requires an attachment).**
6. Perform at least 75 hours of service.
7. Ensure the club makes a monetary or material donation to a Key Club preferred charity. Name of charity: _____
8. Attend 2023 International Convention.

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED STATISTICAL SECRETARY

The Distinguished Statistical Secretary Award is presented to those statistical secretaries who have carried out the duties of their office in an outstanding manner.

Statistical Secretary's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Statistical Secretary, the nominee must earn **20 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.

Date of FLR or training by LTG: _____

2. Attend all board meetings.
3. Attend a majority of regular club meetings.
4. Ensure the current club officer roster is submitted by September 15th.
5. Ensure all monthly report forms for which responsible are submitted.
6. Perform 60 hours of service.
7. Record the service hours for each club member. (Send a sample of service hour record keeping).
8. Maintain a membership roster for your club.

B. The completion of each of the following criteria is worth **1 point**. Many of the points in this section are earned after meeting and exceeding the criteria in Section A.

1. Attend Club Secretary/Statistical Secretary's Training
2. Attend all regular club meetings.
3. Attend at least two Kiwanis meetings. List dates here: _____,
4. Participate in at least one interclub event. Interclub with: _____ Date: _____
5. Perform at least 75 hours of service.
6. Ensure the club makes a monetary or material donation to a Key Club preferred charity.
7. Attend 2023 International Convention.

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED TREASURER

The Distinguished Treasurer Award is presented to those treasurers who have carried out the duties of their office in an outstanding manner.

Treasurer's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Treasurer, the nominee must earn **20 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.

Date of FLR or training by LTG: _____

2. Attend all board meetings.

3. Attend a majority of regular club meetings.

4. Submit dues by December 1st. Date dues submitted: _____

5. Prepare regular financial reports, and submit an example with application. (Requires an attachment).

6. Perform 60 hours of service.

7. Carry out one effective fundraiser for your club. Fundraiser Name: _____

B. The completion of each of the following criteria is worth **1 point**. Many of the points in this section are earned after meeting and exceeding the criteria in Section A.

1. Attend the Club Treasurer's Training.

2. Attend all regular club meetings.

3. Submit District and International dues by November 1st .

4. Attend at least two Kiwanis meetings. List dates here: _____,

5. Participate in at least one interclub event. Interclub with: _____ Date: _____

6. Perform at least 75 hours of service.

7. Ensure the club makes a monetary or material donation to a Key Club preferred charity. Name of charity: _____

8. Attend 2023 International Convention.

Required Signatures:

TOTAL POINTS: _____

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED EDITOR

The Distinguished Editor Award is presented to those editors who have carried out the duties of their office in an outstanding manner.

Editor's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Editor, the nominee must earn **20 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

1. Attend the Fall Leadership Rally (FLR) during term or receive sufficient training from the Lt. Governor.

Date of FLR or training by LTG: _____

2. Attend all board meetings.
3. Attend a majority of regular club meetings.
4. Publish one newsletter each month for a total of 8 newsletters, and submit at least 3 with application. **(Requires attachment)**
5. Submit at least one article to the Iolian, and submit a copy with application. **(Requires an attachment.)**
6. Perform 60 hours of service.
7. Establish frequently updated online newsletter, website, or other social media. (Provide links, accounts, and/or accounts.)

B. The completion of each of the following criteria is worth **1 point**. **Many of the points in this section are earned after meeting and exceeding the criteria in Section A.**

1. Attend the Club Public Relations Training.
2. Attend all regular club meetings.
3. Submit at least 2 articles to the Iolian. Include copies of each submitted article. **(Requires an attachment).**
4. Attend at least two Kiwanis meetings. List dates here: _____,
5. Participate in at least one interclub event. Interclub with: _____ Date: _____
6. Perform at least 75 hours of service.
7. Submit an article regarding Key Club or a Key Club sponsored event to a school or community publication. Include a copy of your submission. **(Requires an attachment).**
8. Attend 2023 International Convention.

Required Signatures:

TOTAL POINTS: _____

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED SENIOR MEMBER

The Distinguished Senior Member Award is presented to those senior members who have excelled in their participation and commitment to Key Club. **Only one senior submission per club.**

Senior Member's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Senior Member, the nominee must earn **12 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Perform 60 hours of service.
- 2. Serve on a committee. List committee name here:
- 3. Number of Meetings held:_____ Numbers of Meetings attended: _____
- 4. Bring a new member to Key Club. Name:_____

B. The completion of each of the following criteria is worth **1 point**. **Many of the points in this section are earned after meeting and exceeding the criteria in Section A.**

- 1. Attend Fall Leadership Rally in 2023. **Date of FLR :** _____
- 2. Attend all regular club meetings.
- 3. Attend at least one Kiwanis meeting. List date here:
- 4. Attend at least a Kiwanis service project. Date:_____
- 5. Participate in at least one interclub event. Interclub with:_____
- 6. Perform at least 75 hours of service.
- 7. Attend 2023 International Convention.
- 8. Serve as a chair of a committee. List committee name here:

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED JUNIOR MEMBER

The Distinguished Junior Member Award is presented to those junior members who have excelled in their participation and commitment to Key Club. **Only one junior submission per club.**

Junior Member's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Junior Member, the nominee must earn **12 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Perform 60 hours of service.
- 2. Serve on a committee. List committee name here:
- 3. Number of Meetings held:_____ Numbers of Meetings attended: _____
- 4. Bring a new member to Key Club. Name:_____

B. The completion of each of the following criteria is worth **1 point**. **Many of the points in this section are earned after meeting and exceeding the criteria in Section A.**

- 1. Attend Fall Leadership Rally in 2023. **Date of FLR :** _____
- 2. Attend all regular club meetings.
- 3. Attend at least one Kiwanis meeting. List date here:
- 4. Attend at least a Kiwanis service project. Date:_____
- 5. Participate in at least one interclub event. Interclub with:_____
- 6. Perform at least 75 hours of service.
- 7. Attend 2023 International Convention.
- 8. Serve as a chair of a committee. List committee name here:

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED SOPHOMORE MEMBER

The Distinguished Sophomore Member Award is presented to those sophomore members who have excelled in their participation and commitment to Key Club. **Only one sophomore submission per club.**

Sophomore Member's Name: _____

Key Club Name: _____ Division _____

To be named a Distinguished Sophomore Member, the nominee must earn **12 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Perform 60 hours of service.
- 2. Serve on a committee. List committee name here:
- 3. Number of Meetings held:_____ Numbers of Meetings attended: _____
- 4. Bring a new member to Key Club. Name:_____

B. The completion of each of the following criteria is worth **1 point**. Many of the points in this section are earned after meeting and exceeding the criteria in Section A.

- 1. Attend Fall Leadership Rally in 2023. **Date of FLR** : _____
- 2. Attend all regular club meetings.
- 3. Attend at least one Kiwanis meeting. List date here:
- 4. Attend at least a Kiwanis service project. Date:_____
- 5. Participate in at least one interclub event. Interclub with:_____
- 6. Perform at least 75 hours of service.
- 7. Attend 2023 International Convention.
- 8. Serve as a chair of a committee. List committee name here:

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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DISTINGUISHED FRESHMAN MEMBER

The Distinguished Freshman Member Award is presented to those freshman members who have excelled in their participation and commitment to Key Club. **Only one freshman submission per club.**

Freshman Member's Name: _____

Key Club Name: _____ **Division** _____

To be named a Distinguished Freshman Member, the nominee must earn **11 points** by fulfilling any combination of the criteria below.

A. The completion of each of the following criteria is worth **3 points**.

- 1. Perform 45 hours of service.
- 2. Serve on a committee. List committee name here:
- 3. Number of Meetings held:_____ Numbers of Meetings attended: _____
- 4. Attend a Key Club service event.

B. The completion of each of the following criteria is worth **1 point**. **Many of the points in this section are earned after meeting and exceeding the criteria in Section A.**

-
-
-
-
-
-
-
-
-

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Lt. Governor or Club President

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100 HOUR HONOR

This award recognizes those Key Club members who have dedicated their time to serve their home, school, and community. Multiple submissions per club are accepted.

Criteria

- Completed a minimum of 100 hours of service to your school and community. A “service hour” does not include club meetings, board meeting, conventions, etc.
- Complete the required amount of hours between March 15, 2023 and January 6th , 2023.
- List ONLY enough service projects to total 100 hours. **Attach separate sheet to list any additional projects and service hours. You DO NOT have to report more than 100 hours. You may attach additional sheets if you need room to list the first 100.**

Key Club Name _____
Name of 100 Hour Honor Award Nominee _____
Total Number of Service Hours Completed _____

Projects

(Use separate sheet if necessary.)

Sample

Project Title: Grade School Mentoring _____ Project Hours: 45 hours _____

1. Project Title: _____ Project Hours: _____

2. Project Title: _____ Project Hours: _____

3. Project Title: _____ Project Hours: _____

4. Project Title: _____ Project Hours: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

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KEY CLUB

**Illinois-Eastern Iowa District
*of Key Club International***

Club Awards

Preferred Charities Partnership Award

Kiwanis Family Relations Award

Connect the K's Award

Interclub Award

Public Relations Award

Bulletin/Newsletter Award

Technology Award

PREFERRED CHARITIES PARTNERSHIP AWARD

This award is for Key Clubs that support the international service partnerships of UNICEF, March of Dimes, Children's Miracle Network and the Thirst Project.

Key Club Name: _____ Division _____

Number of Dues Paid Members on 12-31-22: _____

CRITERIA

Describe one project per preferred charity of Key Club International. A Key Club must have performed at least ONE project for EACH of at least THREE DIFFERENT of the preferred charities.: Thirst Project, March of Dimes, UNICEF/Eliminate or Children's Miracle Network. In each project description, include the following:

- With which charity the project was performed
- The date, time, and location of the project
- Percentage of club involved
- Number of service hours completed
- How much money was raised

Each project's description is worth a maximum of 10 points; maximum points possible for the entire application is 30.

- Description of the project (partnership, date, time and location) – **3 points**
- Number of service hours completed and amount of money raised – **3 points**
- Percentage of club involved – **4 points**

Are 3 projects described? _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

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KIWANIS FAMILY RELATIONS

A good working relationship between various members of the Kiwanis family is important. The Kiwanis Family Relations Award was created to encourage clubs to develop a relationship with their sponsoring Kiwanis Club, as well as Circle K, Builders Club, K-Kids, and Aktion Clubs.

Key Club Name: _____ Division _____
City: _____ State: _____

KIWANIS FAMILY RELATIONS AWARD

Key Club must complete 5 out of 7 criteria. Check those that apply.

- All Key Club Officers and Board members must attend at least one Kiwanis or Circle K meeting and one other event for the 2023-2024 term.
- At least 4 Key Club members must participate in a Kiwanis or other K Family branch's fundraiser.
Date: _____
- At least 4 Key Club members must participate in a Kiwanis or other K Family branch's service project.
Date: _____
- At least once a month a Kiwanis or other K Family branch member must attend a meeting or event of the award applicant Key Club.
- At least 4 Kiwanis or Circle K Members must participate in a Key Club sponsored fundraiser, service project, or social event.
- Kiwanis members assist in training Key Club Officers.

One of the above activities must be completed during November – “Kiwanis Family Month”

Indicate which one(s): _____

KIWANIS FAMILY RELATIONS AWARD - SUPER

Key Club must complete 5 of 7 above, AND must complete 3 of 6 below. Check those that apply.

- At least 2 Key Club members must attend the Kiwanis Governor's official visit to your Division.
- At least 4 Key Club members must participate in an interclub with any branch of the Kiwanis family.
- At least 4 Key Clubbers must participate in Kiwanis One Day.
- At least 4 KIWANIS members must participate in an interclub with their Key Club.
- At least 1 KIWANIS/CIRCLE K member must participate in a Divisional Project (DCM/FLR) with their Key Club.
- At least 2 Key Club members must attend a Division-wide Kiwanis event (DCM/Fundraiser/etc.)

One of the above activities must be completed during November – “Kiwanis Family Month”

Indicate which one(s): _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

This application must be received by: February 1, 2024

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Or E-mail by 11:59 p.m. on: February 1, 2024 to: fldewitt1011@gmail.com

CONNECT THE K'S

This award is for Key Clubs that best connect with Kiwanis Family branches – Kiwanis, Circle K, Aktion Club, Builders Club, K-Kids – during a **“Connect the K's Day”** event held during **Key Club Month** in November. Award will be presented to those Key Clubs who have the most Kiwanis Family Clubs involved and the highest numbers of Kiwanis Family members in attendance.

Key Club Name: _____ Division _____

Name of Project or Interclub: _____

Description of Activity: _____

Date of Activity: _____

List the names of the Kiwanis Family Clubs in attendance and how many members of each attended. Have at least 3 separate branches of the Kiwanis Family attend.

Kiwanis: _____ Number of attendees: _____

Circle K: _____ Number of attendees: _____

Key Club: _____ Number of attendees: _____

Builders Club: _____ Number of attendees: _____

K-Kids: _____ Number of attendees: _____

Aktion Club: _____ Number of attendees: _____

Note: If there were multiple clubs from one Kiwanis branch, list the club names and number of attendees on a separate sheet of paper and attach to this page.

Total Number of Clubs: _____ Total Number of Attendees: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

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*Or E-mail by 11:59 p.m. on: **February 1, 2024** to: fldewitt1011@gmail.com*

INTERCLUB AWARD

A good working relationship between the various members of the Kiwanis Family is important. The Interclub Award was established to urge local Key Clubs to develop a relationship with the other members of the Kiwanis Family – Kiwanis, Golden K, Circle K, Key Club, Builders Club, K-Kids & Aktion Club.

Key Club Name: _____ Division _____
City: _____ State: _____

CRITERIA:

An interclub is defined as a meeting, project or event staged by two or more clubs in the Kiwanis family (Kiwanis, Golden K, Circle K, Key Club, Builders Club, K-Kids, Aktion Club) with each club meeting the following guidelines for attendance:

- Clubs with 20 or fewer members 2 members constitute an interclub
- Clubs with 21 to 30 members 3 members constitute an interclub
- Clubs with 31 or more members 4 members constitute an interclub
- The Lt. Governor of the Club's Division can fill in for one of the required members.

To obtain the Interclub Award, the Key Club must participate in at least **4 interclubs**, none of which may be with the same club in the Kiwanis Family. One of the interclubs must be with your sponsoring Kiwanis Club.

Include date of interclub and name of other participating Kiwanis Family Club:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

*This application must be received by: **February 1, 2024**
Use the link found at the top of this page or online at www.ikeyclub.org
or Mail to: Lisa Dewitt, 217 N Maple St., Sycamore, IL 60178
Or E-mail by 11:59 p.m. on: **February 1, 2024** to: fldewitt1011@gmail.com*

PUBLIC RELATIONS

The Public Relations Award recognizes those Key Clubs that increase awareness and support through an extensive Public Relations program in their school and community.

Key Club Name: _____ Division _____
City: _____ State: _____ Zip: _____
Advisor(s): _____

CRITERIA

Clubs that earn **225 points** or more will receive the Public Relations Award. A club does not have to complete every item on the list; it just has to do enough to reach the minimum point total.

Points

1. Social Media Username or Website URL* _____ 50 points _____
2. Promotional Video
_____ (submit copy with application by: **CD or flash drive**) 30 points _____
3. Articles submitted to Key Club International
_____ (attach copies - **max 5**) # attached: _____ x 10 pts each = _____
4. Articles submitted to I-I District publications
_____ (attach copies - **max 5**) # attached: _____ x 10 pts each = _____
5. Articles submitted to local/community newspapers
_____ (attach copies - **max 5**) # attached: _____ x 10 pts each = _____
6. Club Monthly newsletters
_____ (attach copies - **max 6**) # attached: _____ x 10 pts each = _____
7. Flyers created by Club to publicize events
_____ (attach copies - **max 5**) # attached: _____ x 10 pts each = _____
8. Bulletin Board displays
_____ (attach photos of boards - **max 5**) # attached: _____ x 5 pts each = _____
9. Morning Announcements
_____ (attach copy of scripts - **max 5**) # attached: _____ x 5 pts each = _____
10. Miscellaneous PR—please list and describe.
_____ (attach copies - **max 5**) # attached: _____ x 5 pts each = _____

*Can include Facebook, Instagram, Snapchat or Twitter accounts

TOTAL POINTS: _____

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

This application must be received by: **February 1, 2024**
Mail to: Lisa Dewitt, 217 N Maple St., Sycamore, IL 60178

THIS AWARD MUST BE SUBMITTED VIA MAIL!

CLUB BULLETIN/NEWSLETTER

Communication is key to any effective organization and Key Club is no exception. Clubs are stronger when members are aware of what is going on. One way to achieve good communication is through club bulletins or newsletters. The Club Bulletin/Newsletter Award recognizes clubs that produce a club bulletin or newsletter.

Key Club Name: _____ Division _____
City: _____ State: _____ Zip: _____
Advisor(s): _____
Bulletin/Newsletter Editor(s): _____

CRITERIA

Any club that produces a minimum of **seven** newsletters (minimum **one** page typed) for its members between March 2023 and January 2024 is eligible for the award. This time frame has been selected to encourage clubs to produce newsletters throughout the year. Please check the issues in which your club has produced a newsletter.

Please attach at least **three different newsletters** with application. **(Requires attachment.)**

March 2023
April 2023
May 2023
June 2023
July 2023
August 2023
September 2023
October 2023
November 2023
December 2023
January 2023

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

*This application must be received by: **February 1, 2024***
Use the link found at the top of this page or online at www.ikeyclub.org
or Mail to: Lisa Dewitt, 217 N Maple St., Sycamore, IL 60178
*Or E-mail by 11:59 p.m. on: **February 1, 2024** to: fldewitt1011@gmail.com*

TECHNOLOGY AWARD

The Technology Award honors Key Clubs that have created and maintained a website. Club websites offer a unique platform for Key Clubs to share current information, achievements, announcements, and more with not only their members but with any person curious about Key Club.

Key Club Name: _____ Division _____

City: _____ State: _____ Zip: _____

Advisor(s): _____

Website URL Address: _____

The website must meet all of the following criteria: (Please check all that apply)

- Website must have links to the following
 - I-I District (ikeyclub.org)
 - Key Club International (keyclub.org)
 - Kiwanis International (kiwanis.org)
 - Lieutenant Governor Website (if applicable)
- Website must have an agenda or calendar posted
- Website must be current
- Website must list Lieutenant Governor contact information

Required Signatures:

Key Club Faculty or Kiwanis Advisor

Key Club President

*This application must be received by: **February 1, 2024***

Use the link found at the top of this page or online at www.ikeyclub.org

or Mail to: Lisa Dewitt, 217 N Maple St., Sycamore, IL 60178

*Or E-mail by 11:59 p.m. on: **February 1, 2024** to: fldewitt1011@gmail.com*

KEY CLUB

**Illinois-Eastern Iowa District
*of Key Club International***

Non-Application Awards

100% Reporting Award

On-Time Reporting Award

Iolian Award for Clubs

R.I.O.T Award

Early Bird Dues Award

Kiwanis Neuroscience Awards

Eliminate Project Awards

Kiwanis Neuroscience Research

Foundation Donation Form

Eliminate Project Donation Form

NON-APPLICATION AWARDS

The Illinois-Eastern Iowa District of Key Club International presents several awards in recognition of meeting certain criteria. These awards are presented automatically and do not require an application.

100% Reporting Award

Any club that submits all their monthly reports shall receive the 100% Reporting Award certificate.

On Time Reporting Award

Any club that submits all their monthly reports on time (by the **10th** of every month) shall receive the On Time Reporting Award.

Iolian Award for Clubs

A certificate will be awarded to the top three clubs for contributions to the Iolian based on the following criteria: Submitted Articles= 10 points each and Submitted Pictures= 5 points each

R.I.O.T Award

Any club that submits their roster of club officers to the District Secretary and to their Lieutenant Governor by **September 15th** receives the R.I.O.T Award.

Early Bird Dues Award

Any club that submits their dues on or before November 1st will receive a banner patch from Key Club International as well as a certificate from the I-I District.

Kiwanis Neuroscience Awards

Greatest Overall Contributions: A 1st, 2nd, and 3rd place trophy will be awarded to the top three clubs in overall contributions.

Greatest Average Donation Per Member: A 1st, 2nd, and 3rd place trophy will be awarded to the top three clubs in greatest average donation per member.

Eliminate Project Awards

Greatest Overall Donation: A 1st, 2nd, and 3rd place trophy will be awarded to the top three clubs in overall contributions to the Eliminate Project. **Donations must be sent to Key Club International, using the donation form that follows this page or online donations may be made [here](#)**

Greatest Average Donation Per Member: A 1st, 2nd, and 3rd place trophy will be awarded to the top three clubs in greatest average donation per member to the Eliminate Project in the district. **Donations must be sent to Key Club International, using the donation form that follows this page or online donations may be made [here](#)**

Eliminate Project Contribution: Any club that submits any donation to the Eliminate Project will be awarded an Eliminate Award.

***The report of all donations received at International has been, in the past, generated in February. To ensure that your club's donation is included in this report, and thereby, be considered for the I-I District awards, we recommend donations are made by the end of January 2021.*

Kiwanis Neuroscience Research Foundation DONATION FORM

Please include this form when mailing your donation. (Do NOT mail cash.) Be sure to keep a copy of the donation form for your club's records. The deadline for **mailed** donations to be received is **February 1, 2024**. Club Donations may also be turned in Friday, February 23, 2024 at DCLC.

Key Club Name: _____ Division _____

City: _____ State: _____

Title/Type of Fundraiser: _____

Amount of Donation: \$ _____

Check #: _____ Date mailed: _____

Required Signature: _____

Key Club Faculty or Kiwanis Advisor

Make checks payable to KNRF. Mail donations and this form to:

I-I Kiwanis District Attn: Key Club KNRF

C/O eKiwanis Club of Greater Chicago

P.O. Box 927021

Hoffman Estates, IL 60195

Clubs may also choose to bring their donation to DCLC. Please fill out this form, attach it to your donation and give to Assistant District Administrator, Emma Theel on Friday, February 23, 2024 at DCLC.

**Kiwanis Neuroscience Research Foundation
UPDATED DONATION FORM**

KEY CLUB

Illinois-Eastern Iowa District of *Key Club International*

Miscellaneous Awards

Annual Achievement Report & Awards

Club Poster Contest

Video Contest

T-Shirt Contest

Oratorical Contest Talent Contest

Year in Review Contest (Scrapbook)

International Major Emphasis Report Award

Single Service Report Award

Sandy Nininger Award

Payton/Blunt/Kay Outstanding Kiwanis Advisor Award

Payton/Blunt/Kay Outstanding Faculty Advisor Award

I-I District Scholarship Application

ANNUAL ACHIEVEMENT REPORT AWARDS

The Key Club Annual Achievement Report provides each club with

- 1) an ability to evaluate its performance as a club during the Key Club administrative year
- 2) an opportunity to compete with other Key Clubs for overall excellence in the areas of club administration, membership growth, leadership development, Kiwanis-family involvement, and most importantly, club service.

The report covers only those club activities from March 15, 2023 up to (but not including attendance at) the 2024 district convention.

The Board Policies of Key Club International state,

“The filing of the Annual Achievement Report is compulsory for every Key Club.”

Each Key Club should complete, score, and submit its report according to its own district’s rules for competition and judging prior to the district convention. All club reports are reviewed and certified by judges at the district level. The highest scoring reports are forwarded to Key Club International for comparison and competition with the highest scoring reports from other districts.

After the panel of judges reviews and certifies the score total of each Annual Achievement Report submitted, the AAR’s are sorted into four club size categories:

Bronze – 35 members or less

Silver – 36 to 60 members

Gold – 61 to 85 members

Platinum – 86 or more members

1st, 2nd and 3rd place trophies are awarded in each of the club size categories based on the certified total score of the applications.

The Annual Achievement Reports must be received by: **FEBRUARY 15, 2024**

Mail to: John Hall, 7241 Kelly Place, Downers Grove, Illinois 60516

KEY CLUB

Key Club Annual Achievement Report 2023-24

Due to Mr. Hall by 2-15-24. 7241 Kelly Place, Downers Grove, Illinois 60516

Each Key Club is required to complete and submit this report prior to its district convention, according to the guidelines set by its own district. PLEASE READ THE RULES BEFORE COMPLETING THIS FORM.

KEY CLUB INTERNATIONAL DISTINGUISHED CLUB RULES

1. The filing of the Annual Achievement Report is required for every Key Club, per Key Club International Board policies.
Part One and Part Two of the report must be printed in black or blue ink, or typed.
2. Part Two report attachments must be produced as computer-printed documents.
3. Follow the instructions as indicated on this form. Failure to comply with any rule may result in disqualification from the contest.
4. The Annual Club Report should contain club activities occurring between the 2023 and 2024 district conventions. 5. Upon completion of the report, the club may score its own report according to the scoring directions shown in the righthand 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."

Key Club: _____ Club ID Number: _____
District: _____ Faculty advisor: _____
School address: _____ City: _____
State/province: _____ Country: _____ Postal Code: _____
Telephone: Business (____) _____ Home (____) _____

CLUB MEMBERSHIP

1. Enter the total number of actual club members as of (a) December 1, 2023 _____ (b) February 1, 2024 _____
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

Principal 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:
			0

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:
			0

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:
			0

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:
			0

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	0	0		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: 0

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.

Section:	PART ONE					PART TWO			Final score
	A.	B.	C.	D.		A.	B.	C.	
POINTS Sponsored by a Kiwanis club	22 0	16 0	10 0	12 0		50 0	60 0	20 0	190 possible points 0
POINTS No sponsoring Kiwanis club	22 0	16 0	9 0	4 0		50 0	60 0	20 0	182 possible points 0

POSTER CONTESTS

Non-Digital & Digital

Each Key Club, in good standing with Key Club International, may enter one of the two following contests. The first place winner in each type of poster is eligible to submit its entry for competition at Key Club International Convention.

NON-DIGITAL POSTER:

- The poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district.
- Entries in this category may not include material produced through electronic means, such as cameras and computer software.
- The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch from the prescribed contest dimensions.
- The poster should not measure more than one-eighth inch in thickness.
- Attach the completed Entry Form (next page) to the back of the poster.
- All entries shall be in good taste and appropriate to the standards set by the Objects of Key Club International.
- Non-Digital posters will be judged according to the following criteria:
Originality/Creativity.....50 points
Effectiveness for member recruitment.....25 points
Appearance and artistic expression.....25 points

DIGITAL POSTER:

- The poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district.
- Entries in this category may include materials produced with electronic means, such as cameras and computer software.
- The poster dimensions should be 18 inches by 24 inches, with the actual height and width not varying more than one-half inch from the prescribed contest dimensions.
- The poster should not measure more than one-eighth inch in thickness.
- Attach the completed Entry Form (next page) to the back of the poster.
- All entries shall be in good taste and appropriate to the standards set by the Objects of Key Club International.
- Digital posters will be judged according to the following criteria:
Originality/Creativity.....50 points
Effectiveness for member recruitment.....25 points
Appearance and artistic expression.....25 points

Entries must be brought to the **AWARDS ROOM** at the **2024 District Convention and Leadership Conference by 6:00 p.m. on Friday, Feb. 23, 2024.**

Late arriving clubs should contact Lisa DeWitt, Adult Committee, fldewitt1011@gmail.com, to gain access to Awards Room.

KEY CLUB

Entry form 2023 Non-Digital Poster contest Digital poster contest

Contest and award criteria can be found in the Key Club Guidebook, www.keyclub.org/guidebook, in the Addendum to the Key Club International Board policies starting on page 52-53

Please type or print information on this form and affix to the back of the poster.

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: _____

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) _____

Please select one:

- _____ This poster placed first at district convention.
_____ This poster was selected by other means and was approved for entry for International competition by the Key Club district administrator.

Key Club District Administrator signature: _____

Note:

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

CLUB VIDEO CONTEST

Each Key Club, in good standing with Key Club International, may enter a video. The first-place winner is eligible to submit its entry for competition at Key Club International Convention.

RULES:

- The video must be produced by club members ONLY, and should not exceed a cost of \$300.
- The video should be promotional for Key Club as an organization and/or the Key Club within its respective school/community.
- The length of the completed video/DVD segment should be no more than 60 seconds.
- The video must be submitted on a DVD or online submission containing no copyrighted music.
******See “Legal Music for Videos” information, on next page. Provided by Key Club International.**
- All entries should be in good taste and appropriate to the standards set by the Objects of Key Club International.
- Video must be submitted with the completed Entry Form (follows Legal Music for Videos page). Note that an itemized listing of all costs associated with the video/DVD production will need to be submitted; the cost of the DVD is part of this form.
- DVDs will be judged according to the following criteria:
Originality.....10 points
Promotion of Key Club.....20 points
Clarity of message.....20 points
Sound quality.....10 points
Picture quality.....10 points
Overall Impression.....30 points

Video Contest Entry Form follows the “Legal Music for Videos” page.

Entries must be brought to the **AWARDS ROOM** at the **2024 District Convention and Leadership Conference by 6:00 p.m. on Friday, Feb. 23, 2024.**

Late arriving clubs should contact Lisa DeWitt, Adult Committee, fldewitt1011@gmail.com, to gain access to Awards Room.

Legal Music for Videos

Many musicians choose to release their songs under [Creative Commons licenses](#), which give you the legal right to do things like use their music in your videos.

What is Creative Commons?

Creative Commons is a new system, built upon current copyright law, that allows you to legally use “some rights reserved” music, movies, images, and other content — all for free. CC offers free copyright licenses that anyone can use (without a lawyer) to mark their creative work with the freedoms they want it to carry. For instance, a musician would use a Creative Commons license to allow people to legally share her songs online, make copies for friends, or even use them in videos or other compositions. For more information, visit our [Learn More](#) page.

Where can I find CC-licensed music?

Several sites offer music published under Creative Commons’ flexible copyright licenses. Here are some:

- [ccMixer](#)
- [Free Music Archive](#)
- [Jamendo](#)
- [Magnatune](#)
- [Simuze](#)
- [BeatPick](#)
- [CASH Music](#)
- [SectionZ](#)
- [Opsound](#)
- [Podsafe Audio](#)
- [AudioFarm](#)
- [Internet Archive’s Netlabels Collection](#)

Can I use any song with a CC license on it?

Almost — you need to make sure that what you want to do with the music is okay under the terms of the particular Creative Commons license it’s under. CC-licensed music isn’t free for all uses, only some — so make sure to check out the terms (you can find these by clicking on each song’s license icon).

Most importantly, you need to use music that is **not** licensed under a No Derivative Works license. This means that the musician doesn’t want you to change, transform, or make a derivative work using their music. Under CC licenses, syncing the music to images amounts to transforming the music, so you can’t legally use a song under a CC No Derivative Works license in your video.

Also, make sure to properly credit the musician and the track, as well as express the CC license the track is under. For example, you might include text like this at the end of your video:

This video features the song “[Desaprendere \(Treatment\)](#)” by [fourstones](#), available under a Creative Commons [Attribution-Noncommercial](#) license.

Except where otherwise **noted**, content on this site is licensed under a [Creative Commons Attribution 4.0 International license](#). 41

KEY CLUB

Video Contest Entry Form 2024

Contest and award criteria can be found in the Key Club Guidebook. www.keyclub.org/guidebook in the Addendum to the Key Club International Board policies starting on page 55.

Please type or print information on this form and affix the completed form to an envelope. Place the DVD or thumb drive inside the envelope

Entries become the property of Key Club International and will not be returned. 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 of: _____ Club ID: _____

District: _____

Contact Information:

Please Circle One: Faculty Advisor Kiwanis Advisor

Advisor name: _____

Please number with area code: _____ Email: _____

Signature of faculty advisor or Kiwanis advisor:

(Signature) _____ (Print name here) _____

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

(Signature) _____ (Print name here) _____

Please itemize costs associated with

creation of this DVD:

Donation: \$ _____

DVD: \$ _____

Rentals: \$ _____

Other: \$ _____

Other: \$ _____

Other: \$ _____

Total: \$ _____

Please Select One:

_____ 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.

Key Club DA Signature: _____

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

T-SHIRT CONTEST ENTRY FORM

This competition is designed to award, on the District level, those clubs that reach excellence in T-shirt design. Many clubs create T-shirts to promote their club when out in their communities, and/or to establish club identity/cohesiveness within their school.

1st, 2nd, and 3rd place trophies are awarded at the District Convention & Leadership Conference.

JUDGING CRITERIA:

- Creativity20 points
- Promotion of Key Club..... 20 points
- Clarity of message20 points
- Visual appeal20 points
- Overall impression 20 points

Only one entry per club.

CERTIFICATION:

We certify that the attached t-shirt is the original work of members of the Key Club named below.

We certify that our Key Club is in good standing with the I-I District and Key Club International.

Faculty or Kiwanis Advisor signature Key Club President's signature

KEY CLUB NAME: _____

CITY: _____ STATE: _____

Entries must be brought to the AWARDS ROOM at the 2024 District Convention and Leadership Conference by 6:00 p.m. on Friday, Feb. 23, 2024.

Late arriving clubs should contact Lisa DeWitt, Adult Committee, fldewitt@yahoo.com, to gain access to Awards Room.

This form must be attached to the T-Shirt

ORATORICAL CONTEST

This competition is open to any official member in good standing with Key Club International. The first 3 place winners receive a trophy at District Convention & Leadership Conference. The 1st place winner is eligible to move on to the competition at International Convention.

2024 TOPIC

Key Club is the largest student led organization in the world. With over 230,000 members across 38 countries, Key Club encompasses a variety of different perspectives. How has Key Club impacted the way you think about the world, whether that be deepening your perspectives internationally, culturally, or intellectually?

RULES:

- 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.
- Each orator will be allowed a maximum of five minutes for his/her presentation. Exceeding the time limit may result in a penalty.
- Judging and awarding point will be based on the following criteria

Speech – 50 points

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

Delivery – 50 points

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

Please use the entry form on the following page, one per contestant.

ORATORICAL CONTEST ENTRY FORM

2024 TOPIC:

Key Club is the largest student led organization in the world. With over 230,000 members across 38 countries, Key Club encompasses a variety of different perspectives. How has Key Club impacted the way you think about the world, whether that be deepening your perspectives internationally, culturally, or intellectually?

The Key Club of _____ located in _____ (city, state) wishes to enter _____ (contestant's name) in the Illinois-Eastern Iowa District Oratorical Contest at the 2023 District Convention and Leadership Conference. One entry per Key Club will be permitted.

The contestant will deliver his/her oration before the judges at the assigned time listed in the official convention program. The winner will present his/her oration during the banquet on Saturday evening of the DCLC.

Official contest rules are stated in the Key Club International Guidebook, p. 49, which can be found at the KCI website: www.keyclub.org

We certify that the contestant, named above, is in good standing with our Key Club and Key Club International.

We certify that our Key Club is in good standing (dues paid and monthly report forms filed) with the Illinois-Eastern Iowa District and Key Club International.

Required Signatures:

Key Club President

Key Club Faculty or Kiwanis Advisor

This entry form must be received by: February 1st , 2024

Mail to: Lisa DeWitt, Adult Committee, 217 N Maple St. Sycamore, IL 60178 Or E-mail by February 1st , 2024 at 11:59 p.m. to: lfdewitt@yahoo.com

TALENT CONTEST

All participants in an act must be an “official member in good standing with Key Club International.” A Talent Contest entry may take any form as long as it is entertaining and in good taste.

The first 3 place winners receive a trophy at District Convention & Leadership Conference.

RULES:

- The time limit on each performance should not exceed six minutes.
- Any materials (props, instruments, costumes, etc.) that are needed for each performance must be supplied by the contestants in that performance.
- Special needs (piano, hard surfaced dance floor, etc) must be noted on the entry form.**

Special needs cannot be accommodated if not noted on the entry form. NOTE: ALL SPECIAL NEEDS ENTRIES MUST BE RECEIVED BY FEBRUARY 1. Other entries (vocal, instrumental – except piano-etc.) will be accepted through Friday night, Feb 23rd.

- Suitability/good taste of any act is at the sole discretion of the judges.
- Judging for this contest will be based on the following criteria and point values:

Content.....	20 points
Performance and entertainment value.....	30 points
Poise and confidence.....	10 points
Audience Response.....	20 points

Please use the entry form on the following page, one per contestant.

TALENT CONTEST ENTRY FORM

The Key Club of _____ located in _____ (city, state) wishes to have one entry in the Illinois-Eastern Iowa District Talent Contest at the 2024 District Convention and Leadership Conference. The entry may have more than one person.

What type of talent is being entered: _____

Is a piano needed? _____ Yes _____ No

Is a dance floor needed? _____ Yes _____ No

Please list the name(s) of the contestant(s) who are part of the club's entry:

The contestant(s) will perform his/her/their talent before the judges for preliminary placement, at the assigned time listed in the official convention program. Top talent acts, as determined by the judges, will perform his/her/their talent during the Saturday evening banquet for final judging and placement.

Official contest rules are stated in the Key Club International Guidebook, p. 50, which can be found at the KCI website: www.keyclub.org

We certify that the contestant(s) is/are in good standing with our Key Club and Key Club International.

We certify that our Key Club is in good standing (dues paid and monthly report forms filed) with the Illinois-Eastern Iowa District and Key Club International.

Required Signatures:

Key Club President

Key Club Faculty or Kiwanis Advisor

This entry form must be received by: February 1st , 2024

Mail to: Lisa DeWitt, Adult Committee, 217 N Maple St. Sycamore, IL 60178 Or E-mail by February 1st , 2024 at 11:59 p.m. to: fldewitt@yahoo.com

YEAR IN REVIEW CONTEST

SCRAPBOOK

TRADITIONAL OR NON-TRADITIONAL

Each Key Club, in good standing with Key Club International, may enter one of the two following contests. 1st, 2nd, & 3rd place trophies in each category will be presented at 2024 DCLC. The first and second place winner at the 2024 DCLC in each type of scrapbook are eligible to submit its entry for competition at 2024 Key Club International Convention.

TRADITIONAL SCRAPBOOK:

- A Key Club may enter a scrapbook containing pictures, souvenirs, examples, newspapers clippings, etc., of its activities during the club administrative year (defined as being from March 15, 20 to 2023 DCLC).
- Each scrapbook must be divided into these categories:
 1. Service to school
 2. Service to community
 3. Fundraising projects
 4. Assistance to Kiwanis projects
 5. Major Emphasis involvement
 6. Miscellaneous
- Each category must be separated accordingly by tabs.

Judges will deduct 5 points for missing tabs.

- Pages must be numbered, and a table of contents must be included at the beginning of the scrapbook.

Judges will deduct 5 points for missing table of contents.

- Each entry is required to be submitted in a scrapbook binder measuring no larger than 14 inches wide and 14 inches high.
- The cover may be decorated.

Judging Criteria and possible points:

1. Visual – 50 points

Artwork and decorations.....30 points
News Clippings and photographs.....20 points

2. General Content – 60 points

Service to school.....10 points
Service to community.....10 points
Fundraising projects.....10 points
Assistance to Kiwanis projects.....10 points
Involvement with Major Emphasis.....10 points
Miscellaneous.....10 points

Year in Review cost cover sheet **must be affixed to the front cover**. Judges will deduct 10 points if cover sheet is not affixed to the front cover. (Cost Sheet follows this explanation.)

The cost sheet **must include** an itemized statement of the total expenditures and donations associated with the creation of the scrapbook. Retail cost value, including photographs and materials, **cannot exceed \$300.00**.

Work done by Key Club members such as hand-lettering, artwork, etc. need not be included as cost items.

Failure to comply with this rule will result in disqualification!

NON-TRADITIONAL SCRAPBOOK

A Key Club may enter a non-traditional scrapbook or composition of other media containing pictures, souvenirs, examples, newspaper clippings or other representations of its activities during the club administrative year (defined as being from March 15, 2023 to 2024 DCLC).

Each entry should adequately portray the following categories:

1. Service to school
2. Service to community
3. Fundraising projects
4. Kiwanis Family functioning
5. Major Emphasis involvement
6. Miscellaneous.

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.

Year in Review cost sheet **must be submitted with the entry.** (Cost sheet follows scrapbook contest description.)

The cost sheet must include an itemized statement of the total expenditures and donations associated with the creation of the scrapbook. Retail cost value, including photographs and materials, cannot exceed \$300.00. Work done by Key Club members such as hand-lettering, artwork, etc. need not be included as cost items.

Failure to comply with this rule will result in disqualification!

Judging will be on a point system as follows:

Presentation – 50 points possible

Uniqueness/creativity of project presentation.....	10 points
Artistic value and visual appearance.....	20 points
Newspaper clippings and photographs.....	20 points

General Content – 60 points

Service to school.....	10 points
Service to community.....	10 points
Fundraising projects	10 points
Kiwanis Family Interaction.....	10 points
Involvement with Major Emphasis Program	10 points
Miscellaneous	10 points

Entries must be brought to the AWARDS ROOM at the 2024 District Convention and Leadership Conference by 6:00 p.m. on Friday, Feb 23, 2024.

Late arriving clubs should contact Lisa DeWitt, Adult Committee, fldewitt@yahoo.com to gain access to Awards Room.

KEY CLUB

Scrapbook Year in Review Cost Sheet

Contest and award criteria can be found in the Key Club Guidebook. www.keyclub.org/guidebook
Scrapbook information is on page 57-58.

Circle One: Traditional Scrapbook Non-Traditional Scrapbook
Key Club of: _____ Club ID #: _____
District: _____

Contact Information:

Please Circle One: Faculty Advisor Kiwanis Advisor
Advisor name: _____
Please number with area code: _____ Email: _____

Costs:

Photo Materials: \$	_____	Donations:	
Pages	\$ _____	Materials by School:	\$ _____
Binder.	\$ _____	Materials by Businesses:	\$ _____
Other	\$ _____	Binder.	\$ _____
Other	\$ _____	Other	\$ _____
Other	\$ _____	Other	\$ _____
Other	\$ _____	Other	\$ _____
Total	\$ _____	Total	\$ _____

Signature of Faculty advisor or Kiwanis Advisor:
(Signature) _____ (Print Name Here) _____

Signature of Club president:
(Signature) _____ (Print Name Here) _____

(PLEASE ATTACH THIS COST SHEET TO INSIDE COVER OF SCRAPBOOK ENTRY)

INTERNATIONAL MAJOR EMPHASIS AWARD

Each Key Club, in good standing with Key Club International, may submit an entry for judging at their District Convention. The International Major Emphasis Award submissions are first judged at the District Convention and Leadership Conference (DCLC). 1st, 2nd and 3rd place trophies are presented at DCLC. The 1st place winner may then be submitted for competition at International Convention 2024.

The **Major Emphasis Award** is given to the Key Club which, through its unselfish efforts, has produced during the year the best Major Emphasis Project. The year considered is from March 15, 2023 to the 2024 DCLC.

GUIDELINES:

- The activity described can cover any phase of Key Club Major Emphasis involvement specifically highlighting personal development and social interaction of children for the year under consideration.
- The report may include newspaper clippings, substantiating photographs, or other pertinent information.
- Projects acceptable for this award may include both hands-on service and fundraising efforts.
- The report must be typed. Each section, listed below, 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 a club's entry, and must be completed in its entirety.

REQUIRED SECTIONS and POSSIBLE POINTS:

— **1. The Need** – To qualify for judging, a statement must establish in what way the project deals with 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. Partnership 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)

01- 09% = 1 point 50-59% = 6 points

10-19% = 2 points 60-69% = 7 points

20-29% = 3 points 70-79% = 8 points

30-39% = 4 points 80-89% = 9 points

40-49% = 5 points 90-100% = 10 points

7. Club's Overall Program dealing with Major Emphasis – (25 points) –

Describe any other projects/programs your club implemented to address the Major Emphasis. Describe how your club worked with Major Emphasis during other parts of the year.

***** Remember: The official "Major Emphasis Involvement Report Cover Sheet" must accompany a club's entry, and must be completed in its entirety. Cover Sheet is on the next page.**

This application must be received by: **February 1st , 2024**

Mail to: John Hall, 7241 Kelly Place, Downers Grove,
Illinois 60516

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: _____

SINGLE SERVICE AWARD

Each Key Club, in good standing with Key Club International, may submit an entry for judging at their District Convention. Trophies are awarded to the top 3 entries in each membership category; The first place winners are eligible for competition at the 2024 International Convention

The **Single Service Award** recognizes Key Clubs for their single best service project. Only activities which occurred during the district's administrative year (from March 15, 2023 to the 2024 DCLC) shall be included in the report.

Clubs shall compete with other clubs of similar size within four membership categories: Bronze – 35 members or less; Silver – 36 to 60 members; Gold – 61 to 85 members; Platinum – 86 or more members.

GUIDELINES:

- A qualifying single service project shall be defined as a club service project, planned, organized and produced by the Key Club on a single day, consecutive days or recurring on different days.
- Projects acceptable for this award may include both hands-on service projects and fundraising efforts. In the case of a recurring project, it is the same project that must be repeated for the purpose of achieving the same service goal.
- Entries shall use the official Single Service Report form. Form follows this page.**

REQUIRED SECTIONS and POSSIBLE POINTS:

Entries shall be judged based upon an accumulated total of points allocated to the following categories:

- Service Need10 points
- Project Plan20 points
- Project Implementation20 points
- Final Results25 points
- Public Awareness10 points
- Participation of members15 points

- An entry may be disqualified by the judges for reporting incorrect or false information, or failure to submit a report according to the rules. Disqualification requires the approval of the district administrator or his/her designee.

The Single Service Award application must be received by: **February 1st , 2024**

Mail to: John Hall, 7241 Kelly Place, Downers Grove,
Illinois 60516

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)

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.

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.

C. Clubs shall compete with other clubs of similar size within four membership categories: Bronze, being 35 members or less; Silver, being 36 to 60 members; Gold, being 61 to 85 members; and Platinum, being 86 members or more.

D. Entries shall be judged based upon an accumulated total of points allocated to the following categories: service need, 10 points; project plan, 20 points; project implementation, 20 points; final results, 25 points; public awareness, 10 points; member participation, 15 points.

E. Only activities which occurred during the district administrative year shall be included on the report. Clubs existing within a non-districted area shall report activities occurring between May 1 and the following April 30.

F. Judging of all entries within each district shall determine one first place winner, and other levels of recognition as deemed appropriate, in each membership category. Each first place report should be forwarded to Key Club International for competition with other first place winners. No changes may be made in the report by the club, district or judging committee. Reports must be received by the first Friday in May.

G. All entries from non-districted clubs shall be judged to also produce a first place winner in each category. Reports must be received by the first Friday in May.

H. An entry may be disqualified by the judges for reporting incorrect or false information or failure to submit a report according to the rules of the district's competition. Any disqualification at the district level requires the approval of the district administrator or his/her designee. An entry may be disqualified by the judges at the International level for the same reasons, and any disqualification requires the approval of the International Director.

I. Suitable recognition should be provided to clubs achieving first place and other places at district and International levels of competition. At each level of judging, the decisions of the judges are final. No changes, alterations or re-grading will take place after the results have been certified by the judges.

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: _____

KEY CLUB

Single Service Award 2023

Key Club of: _____ 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 February 1, 2020. 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:	<input type="text"/>	<input type="checkbox"/> Bronze (35 members or less)	<input type="checkbox"/> Silver (36-60 members)
		<input type="checkbox"/> Gold (61-85 members)	<input type="checkbox"/> Platinum (86 members or more)

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.

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.

C. Clubs shall compete with other clubs of similar size within four membership categories: Bronze, being 35 members or less; Silver, being 36 to 60 members; Gold, being 61 to 85 members; and Platinum, being 86 members or more.

D. Entries shall be judged based upon an accumulated total of points allocated to the following categories: service need, 10 points; project plan, 20 points; project implementation, 20 points; final results, 25 points; public awareness, 10 points; member participation, 15 points.

E. Only activities which occurred during the district administrative year shall be included on the report. Clubs existing within a non-districted area shall report activities occurring between May 1 and the following April 30.

F. Judging of all entries within each district shall determine one first place winner, and other levels of recognition as deemed appropriate, in each membership category. Each first place report should be forwarded to Key Club International for competition with other first place winners. No changes may be made in the report by the club, district or judging committee. Reports must be received by the first Friday in May.

G. All entries from non-districted clubs shall be judged to also produce a first place winner in each category. Reports must be received by the first Friday in May.

H. An entry may be disqualified by the judges for reporting incorrect or false information or failure to submit a report according to the rules of the district's competition. Any disqualification at the district level requires the approval of the district administrator or his/her designee. An entry may be disqualified by the judges at the International level for the same reasons, and any disqualification requires the approval of the International Director.

I. Suitable recognition should be provided to clubs achieving first place and other places at district and International levels of competition. At each level of judging, the decisions of the judges are final. No changes, alterations or re-grading will take place after the results have been certified by the judges.

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: _____

The Sandy Nininger Award was created to honor the memory of Sandy Nininger, a charter member of Ft. Lauderdale Key Club who was killed in action at the Battle of Bataan in World War II. He was posthumously awarded the first Congressional Medal of Honor of the war. The Sandy Nininger Award is the highest award that can be given to a high school senior in Key Club.

SANDY NININGER AWARD

Fill out this application and include a cover letter of not more than one page explaining how the candidate meets the criteria below, and a minimum of two and maximum of five letters of recommendation. One of the letters must be from either the faculty or Kiwanis advisor. This award is meant to recognize an outstanding club member. If your club feels like there is a Key Club member deserving of this award, please nominate them without their knowledge to make it special.

CRITERIA:

- Recognition of the importance of friends but unwillingness to compromise personal living standards or beliefs to pacify them
- Having and showing respect for teachers, neighbors, parents, and other adults
- Striving to excel in all endeavors while recognizing he/she may not be the best student or athlete
- Believing that all persons deserve to enjoy economic, athletic, social, and professional activities regardless of sex, race, or creed
- Having a concern for others, respecting other students, and giving of his/herself to help other be better people.

Name _____

Club _____ Division _____

Nominated by the Key Club of _____

Positions held in Key Club _____

Kiwanis Family Events Attended _____

Scholastic Record (GPA and Class Rank) _____

Other School Activities _____

Other Community Activities _____

Additional Honors _____

The Sandy Nininger Award application must be received by: **Feb. 1st, 2024**

Mail to: John Hall, 7241 Kelly Place, Downers Grove, Illinois 60516

OUTSTANDING KIWANIS ADVISOR

The Payton/Blunt/Kay Memorial Award was established to recognize an outstanding adult who had gone above and beyond the call of duty in serving youth. One Kiwanis advisor shall be honored each year. This is a *once in a lifetime honor*.

Key Club Name _____ Division _____
City _____ State _____ Zip _____

CRITERIA:

- Demonstrates a genuine attitude of warmth, understanding, and caring in the day-to-day dealing with Key Clubbers
- Enthusiastically provides services to youth far and above the call of duty
- Brings distinction to him/herself, the local Key Club and/or the district through his/her actions or performance in helping Key Club and its members
- Minimum of three and maximum of ten letters of recommendation, at least one of which must be from a current Key Club member

Please expand on each of the first three criteria (maximum of one page) explaining how the nominee meets them

INFORMATION ON NOMINEE:

Name _____

Address _____

Club _____ Division _____

Nominated by the Key Club of _____

Years involved in Key Club _____

The Outstanding Kiwanis Advisor Award application must be received by: **Feb. 1st , 2024**
Mail to: John Hall, 7241 Kelly Place, Downers Grove, Illinois 60516

OUTSTANDING FACULTY ADVISOR

The Payton/Blunt/Kay Memorial Award was established to recognize an outstanding adult who had gone above and beyond the call of duty in serving youth. One Faculty advisor shall be honored each year. This is a *once in a lifetime honor*.

Key Club Name _____ Division _____
City _____ State _____ Zip _____

CRITERIA:

- Demonstrates a genuine attitude of warmth, understanding, and caring in the day-to-day dealing with Key Clubbers; • Enthusiastically provides services to youth far and above the call of duty
- Brings distinction to him/herself, the local Key Club and/or the district through his/her actions or performance in helping Key Club and its members
- Minimum of three and maximum of ten letters of recommendation, at least one of which must be from a current Key Club member.

Please expand on each of the first three criteria (maximum of one page) explaining how the nominee meets them

INFORMATION ON NOMINEE:

Name _____

Address _____

Club _____ Division _____

Nominated by the Key Club of _____

Years involved in Key Club _____

The Outstanding Faculty Advisor Award application must be received by: **Feb. 1st , 2024**
Mail to: John Hall, 7241 Kelly Place, Downers Grove, Illinois 60516

ILLINOIS-EASTERN IOWA DISTRICT OF KEY CLUB INTERNATIONAL

2023-2024 Cunat Family Scholarship Application

Applicant must come from a Key Club in good standing. This scholarship will be judged on the following criteria: Key Club involvement, academics, letters of reference, essay, and school and community involvement.

Name: _____
First Middle Last

Permanent Address: _____
Street Address

City State Zip Code

Home Phone: () _____ - _____ **Email:** _____ **Grade Point Average:** _____

_____ on a scale of _____ **High School Name:** _____ **Key Club Faculty**

Advisor: _____ **Advisor Phone:** () _____ - _____ **E-Mail:** _____

University Information

_____ I have not finalized my decision as to which school I will be attending in the fall.

_____ I will be attending the following school.

(The scholarship check will be mailed directly to the school's Financial Aid or Scholarship Office or applicable office. Please secure the address of this office.)

University Name: _____

To which office should the check be mailed to: _____

Permanent Address: _____
Street Address

City State Zip Code

Advisor Phone: () _____ - _____ **E-Mail:** _____

Signatures (all three must be present)

Applicant: _____ **Printed Name:** _____

Parent/Guardian: _____ **Printed Name:** _____

Key Club Advisor: _____ **Printed Name:** _____

For the following sections, you may use the space provided or attach a typed separate sheet of paper.

Key Club Involvement – Include offices and chairpersonships, as well as leadership events attended

Other School Activities and Sports – Include leadership positions and years involved

Community and Other Outside of School Activities – Include leadership positions and years involved

Honors, Awards, and Special Recognition – These should only include those from your high school career

Essay – Please answer the following question on a separate sheet of paper. Your essay should be typed, doubled spaced, and not exceed 500 words.

"How has being in Key Cub shaped your plans for the future?"

Recommendation Letters – Attach two letters that describe your leadership ability. One letter must be from either your Faculty or Kiwanis Advisor. The letters must be no more than two pages in length, and they must be original letters that are dated and signed by your references. Do not include letters from family members.

Transcript – Attach a certified copy of your official high school transcript with an explanation of the grading process used at the school.

Completed applications must be received by January 6th, 2024
Mail to: John Hall, 7241 Kelly Place, Downers Grove, Illinois
60516

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