



# Awards Manual

Quarterly Entry Forms

Year-end Entry Forms

Virginia Jaycees

2009

# The Virginia Jaycees Awards Manual

## Awards Quick Reference

### Quarterly – April 1, July 1, Oct 1, Dec 21

*nominations are collected from Local Presidents & Executive Committee*

Outstanding Local President  
Outstanding State Director  
Outstanding Local Officer  
Veteran Member  
New Member



No Entry Form Required for the below awards: *(chosen by Executive Committee)*

Program Manager of the Quarter  
Regional Director of Quarter  
Executive Committee Member  
Presidential Award of Appreciation



### Programming Awards 5 Areas Of Opportunity

Project of the Quarter:  
*(submit CPG with CCC paperwork)*

Mid-Year & Year-End CPG's  
(Look for details in state mailer)

Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

[www.va-jaycees.org](http://www.va-jaycees.org)

### Year End Special Awards - December 22

*(determined by nominations submitted and evaluation from the Executive Committee or sponsoring chapter)*

Sidney D. Peck Local President  
Eldridge K. Hayes State Director  
Luther Lee Allison Program Manager  
*– sponsored by Warrenton-Fauquier*  
Robert “Buz” Schultz Leadership  
Pablo Cuevas Regional Director  
Tucker Watkins Local Officer  
Most Improved Chapter  
*– sponsored by Roanoke*  
First Year Milestone  
Kirkpatrick-Walker Project  
Douglas Heretick Chapter  
*– sponsored by Hopewell*  
Cancer Research Fundraising Award  
*– sponsored by Norfolk*  
Blood Donation Chapter  
*– sponsored by Virginia Beach*  
Jaycee Creed Chapter  
*– sponsored by Williamsburg*  
William Robertson “I Had A Dream”  
James M. Purks Regional



### Year-End / Other

*– determined by President with input by Executive Committee*

Thomas Baldridge (1): *Overall Local President*

Gilbert W. Haith Memorial Action:  
*Appointed and/or elected Executive Committee member*

Robert L. Woodard Commitment:  
*Appointed and/or elected Executive Committee member*

Keyperson:  
*(sponsored by the Patrick County Jaycees):*

**Outstanding Local President of the Quarter**

*This award is presented to up to five outstanding local presidents, with input from the Executive Committee and final determination by the President.*

Name \_\_\_\_\_

Chapter \_\_\_\_\_ Date Joined \_\_\_\_\_

Home address \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (O) \_\_\_\_\_

1. January 1 base (beginning year): \_\_\_\_\_ Current Membership \_\_\_\_\_ (end of reporting quarter)
2. Retention: \_\_\_\_\_% for this quarter
3. Number of extensions: \_\_\_\_\_ Number In-house extensions: \_\_\_\_\_
4. New member adds: \_\_\_\_\_ Members personally recruited: \_\_\_\_\_
5. For the following, indicate number held and number attended by nominee:  
Local chapter meetings: \_\_\_\_\_ / \_\_\_\_\_  
Local board meetings: \_\_\_\_\_ / \_\_\_\_\_  
Regional meetings: \_\_\_\_\_ / \_\_\_\_\_  
Quarterly state meetings: \_\_\_\_\_ / \_\_\_\_\_
6. How many visitations did your chapter make? \_\_\_\_\_ How many did you attend? \_\_\_\_\_
7. Will you be in attendance at the Quarterly meeting? \_\_\_\_\_
8. Describe what has been your most challenging situation this quarter and how you have dealt with it as the leader of your chapter.
9. Describe your significant leadership activities undertaken during the quarter.
10. In 200 words or less, explain why you believe that you should be selected as one of the Outstanding Local Presidents this quarter.

**POSTMARK DEADLINE: April 1, July 1, October 1, and December 21**

Hard copies should be mailed to: Virginia Jaycees  
1015 Miller Park Square, 2nd Floor  
Lynchburg VA 24501

**Email copies should be sent to:** Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Leaders Handbook*  
**Outstanding State Director Of The Quarter**

*To nominate your State Director for this award, complete the information below and submit to the address below by the respective deadline. Only one State Director may be nominated from a chapter. If more than one is submitted, they will all be disqualified.*

State Director's Name: \_\_\_\_\_ Chapter: \_\_\_\_\_

**Overall participation this quarter:**

- Regional Meetings held: \_\_\_\_\_ Attended by SD: \_\_\_\_\_
- State Meetings held: \_\_\_\_\_ Attended by SD: \_\_\_\_\_
- Other Jaycee Meetings held: \_\_\_\_\_ Attended by SD: \_\_\_\_\_
- Chapter meetings held: \_\_\_\_\_ Attended by SD: \_\_\_\_\_

**Involvement in new extensions, redline chapter assistance, and in-house chapter growth**

1. Was your State Director involved in a new chapter extension or assist with a redline chapter during this quarter?    yes \_\_\_\_\_ no \_\_\_\_\_    CHAPTER: \_\_\_\_\_

If yes, please describe below your involvement and the status of the extension or redline chapter (completed, number of paid applications, etc.). (use back of this form or attach additional pages)

2. Attach list of visitations completed and/or coordinated by the State Director this quarter:
3. Does your SD have the responsibility of doing (helping with the Virginia Jaycee monthly paperwork for your chapter? If yes, describe on back.
4. Have all payments due for renewals and new members been paid to the Virginia Jaycees?
5. How many QPRs were submitted for judging this quarter? \_\_\_\_\_
6. How many completed single project entries (CPGs) were submitted for judging?  
Mid-year \_\_\_\_\_ Year-end \_\_\_\_\_
7. Number of Jaycees personally recruited by State Director during the quarter: \_\_\_\_\_
8. Will the State Director be in attendance at the Quarterly Board Meeting?
9. Describe your SD's significant leadership activities undertaken during the quarter.
10. Why should this person be selected as an Outstanding State Director of the Quarter?

Submitted By: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

**POSTMARK DEADLINE:            April 1, July 1, October 1, and December 21**

Hard copies should be mailed to:    Virginia Jaycees  
1015 Miller Park Square, 2nd Floor  
Lynchburg VA 24501

**Email copies should be sent to:**    Lee Wolfe, Chief of Staff    mikeandleewolfe@yahoo.com  
Virginia Jaycees    [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

# The Virginia Jaycees Leaders Handbook

## Outstanding Local Officer Of The Quarter

To nominate your Local Officer for this award, complete the information below and submit to the address below by the respective deadline date. Only one Local Officer may be nominated from a chapter. If more than one is submitted, they will all be disqualified.

Local Officer's

Name: \_\_\_\_\_ Position: \_\_\_\_\_ Chapter: \_\_\_\_\_

### Overall participation this quarter:

- Regional Meetings held: \_\_\_\_\_ Attended by LO: \_\_\_\_\_
- Virginia State Meetings held: \_\_\_\_\_ Attended by LO: \_\_\_\_\_
- Other Jaycee Meetings held: \_\_\_\_\_ Attended by LO: \_\_\_\_\_
- Chapter Meetings held: \_\_\_\_\_ Attended by LO: \_\_\_\_\_

### Involvement in new extensions, redline chapter assistance, and in-house chapter growth

1. Was your Local Officer involved in a new chapter extension or assist with a redline chapter during this quarter?    yes \_\_\_\_\_ no \_\_\_\_\_    CHAPTER: \_\_\_\_\_

If yes, please describe below your involvement and the status of the extension or redline chapter (completed, number of paid applications, etc.). (use back of this form or attach additional pages)

2. Attach list of visitations completed and/or coordinated by the Local Officers this quarter:
3. Does your Local Officer have the responsibility of doing (helping with the Virginia Jaycee monthly paperwork for your chapter? If yes, describe on back.
4. Have all payments due for renewals and new members been paid to the Virginia Jaycees?
5. List programs/projects managed by your LO during this quarter:
6. How many completed single project entries (CPGs) were submitted for judging?  
Mid-year \_\_\_\_\_ Year-end \_\_\_\_\_
7. Number of Jaycees personally recruited by Local Officer during the quarter: \_\_\_\_\_
8. Will the Local Officer be in attendance at the Quarterly Board Meeting?
9. Describe your Local Officer's significant leadership activities undertaken during the quarter.
10. Why should this person be selected as an Outstanding Local Officer of the Quarter?

Submitted By: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

**POSTMARK DEADLINE:                    April 1, July 1, October 1, and December 21**

Hard copies should be mailed to:    Virginia Jaycees  
1015 Miller Park Square, 2nd Floor  
Lynchburg VA 24501

Email copies should be sent to:    Lee Wolfe, Chief of Staff    [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees    [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Leaders Handbook*

**Outstanding Veteran Member Of The Quarter**

*To nominate your Veteran Member for this award, complete the information below and submit to the address below by the respective deadline date. Only one Veteran Member may be nominated from a chapter. If more than one is submitted, they will all be disqualified.*

Veteran Member's Name:

*Nominee must be a member for more than 1 year,  
and not currently serving as a local officer.*

Joined date:

Current Position: (if any)

Prior Position:

Chapter:

**In 200 words or less, describe in the space below, why this person is deserving of an Outstanding Veteran Member of the Quarter award?**

Submitted By: \_\_\_\_\_ Position: \_\_\_\_\_  
Phone: \_\_\_\_\_

**POSTMARK DEADLINE: April 1, July 1, October 1, and December 21**

Hard copies should be mailed to: Virginia Jaycees  
1015 Miller Park Square, 2nd Floor  
Lynchburg VA 24501

**Email copies should be sent to:** Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Leaders Handbook*

**Outstanding New Member Of The Quarter**

*To nominate your New Member for this award, complete the information below and submit to the address below by the respective deadline date. Only one New Member may be nominated from a chapter. If more than one is submitted, they will all be disqualified.*

New Member's Name:

Joined date:

Current Position: (if any)

Chapter:

**In 200 words or less, describe in the space below, why this person is deserving of an Outstanding New Member of the Quarter award?**

Submitted By: \_\_\_\_\_ Position: \_\_\_\_\_ Phone: \_\_\_\_\_

**POSTMARK DEADLINE: April 1, July 1, October 1, and December 21**

Hard copies should be mailed to: Virginia Jaycees  
1015 Miller Park Square, 2nd Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff mikeandleewolfe@yahoo.com  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**Sidney D. Peck Award**  
*Outstanding Local President*

*This award is presented to up to three outstanding local presidents, as selected by the Special Awards Committee appointed by the State President.*

Name \_\_\_\_\_ Age \_\_\_\_\_

Chapter \_\_\_\_\_ Date Joined \_\_\_\_\_

Home address \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (O) \_\_\_\_\_

1. Chapter Pop. Div. \_\_\_\_\_
2. January 1 base (beginning year): \_\_\_\_\_ December 31 base: (year-end) \_\_\_\_\_
3. Retention: \_\_\_\_\_%
4. Number of extensions: \_\_\_\_\_ Number In-house extensions: \_\_\_\_\_
5. New member adds: \_\_\_\_\_ Members personally recruited: \_\_\_\_\_
6. Did your chapter qualify for Blue Chip? \_\_\_\_\_
7. Meetings attended:  
LOTS \_\_\_\_\_ Spring Board \_\_\_\_\_ Summer Board \_\_\_\_\_ Fall Board \_\_\_\_\_
8. How many state/regional meetings did you attend? \_\_\_\_\_
9. How many visitations did your chapter make? \_\_\_\_\_  
How many did you attend? \_\_\_\_\_ Total mileage traveled? \_\_\_\_\_
10. How many CPG entries did you chapter submit? \_\_\_\_\_  
How many Programming areas do you plan to compete for? \_\_\_\_\_  
Do you plan to submit a Giessenbier? \_\_\_\_\_
11. Do you plan to submit eligible entries to National? \_\_\_\_\_

**ON THE BACK OF THIS PAGE SUBMIT THE FOLLOWING:**

1. List Jaycee Offices you have held and the dates.
2. In 200 words or less, explain why you believe that you should be selected as one of the Outstanding Local Presidents.

**DEADLINE:** Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**Eldridge K. Hayes Award**

*Outstanding State Director*

*This award is presented to up to 3 outstanding state directors, with input from the Executive Committee and final determination by the President.*

Name \_\_\_\_\_ Chapter \_\_\_\_\_

Home address \_\_\_\_\_

Region: \_\_\_\_\_ District: \_\_\_\_\_

Chapter membership January 1 (beginning year): \_\_\_\_\_ December 31: (year-end) \_\_\_\_\_

1. Did nominee: Advance in Degrees of Jaycees \_\_\_\_\_ Participate in Speak-Up \_\_\_\_\_
2. Number of members personally recruited: \_\_\_\_\_
3. For the following, indicate number held and number attended by nominee:  
local chapter meetings: \_\_\_\_\_ / \_\_\_\_\_  
local board meetings: \_\_\_\_\_ / \_\_\_\_\_  
State board meetings: \_\_\_\_\_ / \_\_\_\_\_  
Regional meetings: \_\_\_\_\_ / \_\_\_\_\_  
State Convention: \_\_\_\_\_ / \_\_\_\_\_
4. How many visitations did your chapter make? \_\_\_\_\_ How many did you attend? \_\_\_\_\_

**CHAPTER PARTICIPATION**

1. On a separate sheet, list a) all statewide programs in which your chapter participated; b) chapters outside of your region that were visited by your chapter.
2. How many chapters are in your region \_\_\_\_\_ How many did you visit \_\_\_\_\_  
Average number participating in visitations \_\_\_\_\_
3. How many members attended: Spring Board \_\_\_\_\_ Summer Board \_\_\_\_\_ Fall Board \_\_\_\_\_
4. Average attendance at regional meetings: \_\_\_\_\_

**CPG INFORMATION**

1. How many CPGs were submitted for mid-year judging \_\_\_\_\_

**ON THE BACK OF THIS PAGE SUBMIT THE FOLLOWING:**

In 200 words or less, state the major responsibilities and accomplishments of the nominee.

DEADLINE: Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

# *The Virginia Jaycees Awards Manual*

## **Luther Lee Allison Award** *Sponsored By The Warrenton-Fauquier Jaycees*

*The Luther Lee Allison Award is presented annually to the outstanding Program Managers or State Chairmen in the Virginia Jaycees. The recipients are selected by the Virginia Jaycees Awards Committee for excellence in the development, promotion and organization of their statewide program. The judging is based on a State Chairman's Planning Guide with substantiating material.*

NAME \_\_\_\_\_ AGE \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

DIRECTOR / CHAIRMANSHIP: \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (O) \_\_\_\_\_

**In addition to your submission, please answer the following statement. If any additional space is needed, attach an additional sheet to this entry form.**

**Please indicate how your programming efforts produced additional membership growth to allow for expansion of your Programming Area's potential.**

DEADLINE: Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

**Email copies should be sent to:** Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**ROBERT F. "BUZ" SCHULTZ**

**LEADERSHIP AWARD**

**OFFICIAL NOMINATION FORM**

\*\*\*\*\*

*This award is presented to up to three individuals who, without regard to their standing in their respective "Virginia Cup Program", best exemplified the highest qualities of leadership. Eligible candidates include Local Presidents, Regional Directors, State Vice Presidents, State Program Managers, and other State appointed officers.*

*Recipients will be selected by the Special Awards Committee appointed by the State President.*

Nominee's Name \_\_\_\_\_

Chapter \_\_\_\_\_ Office \_\_\_\_\_

Nominator's Name \_\_\_\_\_

Home Address \_\_\_\_\_

Phone: (H): \_\_\_\_\_ (O): \_\_\_\_\_

In 500 words or less, explain why you feel that the nominee merits this awards. Focus on the accomplishments that will not otherwise be reflected in "CCC Program" standings. What has this person done that will make you/your chapter more effective?

DEADLINE: Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**Pablo Cuevas Nomination Form**  
*Outstanding Regional Director*

*This award is presented to up to three outstanding Regional Directors. Pablo Cuevas was a member of the Broadway-Timberville Jaycees who served both his chapter and state for many years. Coming to the United States from Cuba in early 1960, he served as the 39th President of the Virginia Jaycees from 1973-74. Judging: Recipients are chosen by a Special Awards Committee appointed by the State President.*

Procedure for Entering:

1. Include this form with completed information:

Name _____	Region _____
Age _____	Phone _____
Address _____	Email _____

*(Please List on attached sheet)*

# Regular Chapters	January 1 (begin year)	June 30 (mid year)	December 31 (year end):
# Prov/Red-line Chapters	January 1 (begin year)	June 30 (mid year)	December 31 (year end):
Total Membership Size	January 1 (begin year)	June 30 (mid year)	December 31 (year end):
Retention %:	January 1 (begin year)	June 30 (mid year)	December 31 (year end):
Regional Mtgs Held:	# members attend		
# extensions worked:	# completed		
# of new member adds	# personally recruited	# of newsletters	

*Check all that you attended:*

Spring Boards	<input type="checkbox"/>	LOTS	<input type="checkbox"/>	Natl Convention	<input type="checkbox"/>
Summer Boards	<input type="checkbox"/>	State Planning	<input type="checkbox"/>	TOYA	<input type="checkbox"/>
Fall Boards	<input type="checkbox"/>	State Convention	<input type="checkbox"/>		

*Attach a list of assigned chapters*

*Attach a list of all chapter meetings/projects attended from January 1 to December 31, showing round-trip mileage.*

*Attach a copy of Regional BlueChip Submission. Highlight the goals and objectives and tell how they were accomplished. Additionally, highlight challenges and problems encountered and how you overcame them.*

*List your recommendations for the future, including additional services from the U. S. Jaycees and your State organization that would benefit your assigned chapters.*

*In 100 words or less, describe what makes you the Top Regional Directors in Virginia.*

**DEADLINE:** Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: **Lee Wolfe, Chief of Staff** [mikeandlewolfe@yahoo.com](mailto:mikeandlewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**Tucker Watkins Award**  
*Outstanding Local Officer*

*This award is presented to up to five outstanding Local Officer, as selected by the Special Awards Committee appointed by the State President.*

Name \_\_\_\_\_ Chapter \_\_\_\_\_

Home address \_\_\_\_\_

Region: \_\_\_\_\_ District: \_\_\_\_\_

Chapter membership January 1 (beginning year): \_\_\_\_\_ December 31: (year-end) \_\_\_\_\_

1. Did nominee: Advance in Degrees of Jaycees \_\_\_\_\_ Participate in Speak-Up \_\_\_\_\_
2. Number of members personally recruited: \_\_\_\_\_
3. For the following, indicate number held and number attended by nominee:  
local chapter meetings: \_\_\_\_\_ / \_\_\_\_\_  
local board meetings: \_\_\_\_\_ / \_\_\_\_\_  
State board meetings: \_\_\_\_\_ / \_\_\_\_\_  
Regional meetings: \_\_\_\_\_ / \_\_\_\_\_  
State Convention: \_\_\_\_\_ / \_\_\_\_\_

**CHAPTER PARTICIPATION**

1. On a separate sheet, list a) all new and different programs which you implemented & b) evaluate the overall goals and accomplishments in your area.
2. Describe your impact on other chapter successes not necessarily under your responsibility.

**CPG INFORMATION**

1. How many CPGs were submitted for mid-year judging \_\_\_\_\_  
How many projects had been run at that time \_\_\_\_\_

**ON THE BACK OF THIS PAGE SUBMIT THE FOLLOWING:**

In 200 words or less, state the major responsibilities and accomplishments of the nominee.

DEADLINE: Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

# *The Virginia Jaycees Awards Manual*

## **Most Improved Chapter**

*Sponsored By The Roanoke Jaycees*

*This award is presented annually to the most improved chapter in the Virginia Jaycees and will be judged by a committee appointed by the Roanoke Jaycees. All Jaycee chapters in the State of Virginia are eligible for this award. The information requested is a comparison of the present year and the past Jaycee year.*

CHAPTER NAME \_\_\_\_\_ POP DIV \_\_\_\_\_

	Current Year	Last Year
1. Chapter membership (January 1)	_____	_____
2. Chapter membership (December 31)	_____	_____
3. New member adds	_____	_____
4. Members dropped	_____	_____
5. Springboards earned	_____	_____
6. Degree of Jaycees earned	_____	_____
7. Number of completed projects:		
Management Development	_____	_____
Community Development	_____	_____
Individual Development	_____	_____
Membership	_____	_____
Financial Management	_____	_____
Public Relations	_____	_____
8. CPGs submitted at mid-year	_____	_____
9. Will chapter submit a Giessenbier entry this year? _____		

Answers to 10 and 11 should be typewritten on 8 1/2 x 11 inch paper and attached to this form:

- Describe your outstanding projects in each of the six portfolio areas. Use no more than 100 words for each area. Mention if any of the projects are new projects.
- State in 100 words or less why you believe your chapter deserves this award.

Submitted by \_\_\_\_\_

**DEADLINE: Postmarked December 22**

**Submit to:       Roanoke Jaycees  
                      P O Box 1225  
                      Roanoke VA 24006**

# *The Virginia Jaycee Awards Manual*

## **First Year Milestone Award** *Outstanding First Year Chapter*

*This award is presented annually the most outstanding first year chapter in the Virginia Jaycees. All chapters that have not completed their second full year are eligible for this award. This award is selected by the Special Awards Committee appointed by the State President.*

Chapter Name \_\_\_\_\_ Pop. Div. \_\_\_\_\_

Chapter membership at time of chartering \_\_\_\_\_

Chapter membership as of Dec 31 (year-end) \_\_\_\_\_

Number of members completing SPRINGBOARD \_\_\_\_\_

Number of members completing DEGREES OF JAYCEES \_\_\_\_\_

Number of projects completed:

Management Development \_\_\_\_\_

Community Development \_\_\_\_\_

Individual Development \_\_\_\_\_

Membership \_\_\_\_\_

Financial Management \_\_\_\_\_

Public Relations \_\_\_\_\_

Number of CPG's submitted at Mid-year \_\_\_\_\_

Will chapter submit Giessenbier which includes 5 Areas of Opportunity? \_\_\_\_\_

Did chapter submit a Plan of the Year? \_\_\_\_\_

I certify that above is true and correct. \_\_\_\_\_

Chapter President

**ON THE BACK OF THIS FORM STATE IN 500 WORDS OR LESS WHY YOU FEEL YOUR CHAPTER MERITS THIS AWARD.**

**DEADLINE:** Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

*The Virginia Jaycees Awards Manual*

**Kirkpatrick-Walker Award**  
*Outstanding First-Time Project*

*This award is presented to the chapter that conducts the most outstanding first-time project, as selected by the Special Awards Committee appointed by the State President.*

Chapter \_\_\_\_\_

Project Name \_\_\_\_\_

Project Chairman \_\_\_\_\_

Address \_\_\_\_\_

Phone: (H): \_\_\_\_\_ (O): \_\_\_\_\_

1. On the back of this form please describe briefly the nature of the project.
2. Then, in 200 words or less, explain why you feel this project merits this award.
3. Attach a copy of the CPG, with substantiating material.

DEADLINE: Postmarked no later than December 22 to:

**Hard copies should be mailed to:** Virginia Jaycees  
1015 Miller Park Square, 2<sup>nd</sup> Floor  
Lynchburg VA 24501

Email copies should be sent to: Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

# *The Virginia Jaycees Awards Manual*

## *Douglas A. Heretick Memorial Award*

*Sponsored by the Hopewell Jaycees*

Doug Heretick dedicated over 10 years to the Jaycee movement before his untimely death in June of 1991 at age 39. Doug held the offices of Local President, State Director, District Director, and State Program Manager. In the Jaycee organization, Doug was recognized as a Life Member, JCI Senator, and was chosen as one of Ten Outstanding Young Virginians by the Virginia Jaycees. He received National recognition as the project chairman for the State of Virginia's first ID College.

Doug personified Individual Development Programming through the Jaycees, his position as Assistant City Manager for the City of Hopewell, and his involvement with St. James Catholic Church activities, American Heart Association, and St. Vincent De Paul Board of Education. The Hopewell Community Center is just one example of Doug's vision. His extensive involvement in the community resulted in recognition by Governor Baliles for the Outstanding Young Man Award and the Virginia Award for Community Involvement in Education.

Doug's dedication to Leadership Development through training, Family Life through devotion to his wife and three children, Spiritual Development through St. James Catholic Church activities, and Personal Skills through creating an opportunity for the citizens of Hopewell at the Community Center is the standard of excellence for which this award shall be judged.

*This award is presented to the chapter that conducts the most outstanding Individual Development Project of the year as selected by the current board of directors of the Hopewell Jaycees. Judging will be based on the impact this project had on the individual members of the chapter relative to the chapter's size and population of the area that it serves.*

Chapter \_\_\_\_\_ Pop. Div. \_\_\_\_\_ Category \_\_\_\_\_

Project Name \_\_\_\_\_

Project Chairman \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

### INSTRUCTIONS

1. On a separate sheet, specifically describe the impact of this project on the individual members of your chapter after completion of this project and why you feel this project merits this award in 200 words or less.
2. Attach a copy of the CPG with substantiating materials. This material should include photographs with captions.
3. Deadline for submissions is **December 22** (Postmarked) to:

HOPEWELL JAYCEES, P O BOX 358 HOPEWELL, VA 23860

The Hopewell Jaycees will not forward any entries for State or National Judging. All entries will be available for pick-up at State Convention. All entries not picked up will remain the property of the Hopewell Jaycees.

## Cancer Research Fundraising Award

*Erin E. Heischober Memorial Award*

**Statistics:** It is estimated that 1,437,180 men and women (745,180 men and 692,000 women) will be diagnosed with and 565,650 men and women will die of cancer in 2008. Based on rates from 2003-2005, 40.35% of men and women born today will be diagnosed with cancer at some time during their lifetime. This number can also be expressed as 1 in 2 men and women will be diagnosed with cancer during their lifetime. (Reference: [seer.cancer.gov](http://seer.cancer.gov))

Erin Elizabeth Heischober, 29, died November 3, 2008 after a courageous battle with cancer. Erin served her community in her work as Public Relations director for the Norfolk Jaycees. Her zest for life and her commitment to her community, even during her illness, inspired us all to be better. Even on her worst days, we were all left thinking that we could muster that much dignity and grace in the face of any adversity.

**Project:** The primary goals are to raise funds through Virginia Jaycees cooperation and unity for Cancer Research and to increase the awareness of Cancer in people who are of Jaycee age. Cancer has a broad impact...it strikes people of all ages and of all demographics, and as with Erin, it can strike someone so young and with so much potential.

The Norfolk Jaycees are sponsoring an Award in Erin's honor. The Cancer Research Fundraising Award will be awarded to the Chapter that raises the most funds annually. Funds can be raised through Chapter Projects, member donations, Corporate Sponsors, and member participation in an accredited Cancer-related fundraiser (i.e. Relay for Life, Marathon's, etc). Receipts will be collected with the awards submission form to verify totals. Acceptable receipts are, but not limited to, cancelled checks, pledge sheets, donation receipt (paper or from email), and screen shots of donor lists.

DEADLINE: Postmarked no later than **December 22<sup>nd</sup>**.

Questions? Contact [President@NorfolkJaycees.com](mailto:President@NorfolkJaycees.com)

# Cancer Research Fundraising Award

*Erin E. Heischober Memorial Award*

*Sponsored By The Norfolk Jaycees*

*This award is presented by the Norfolk Jaycees to the chapter that has donated the greatest amount of funds to Cancer Related Research during the year.*

Chapter \_\_\_\_\_ Region \_\_\_\_\_

Contact Person/Position: \_\_\_\_\_

Address \_\_\_\_\_

Phone: (H): \_\_\_\_\_ (O): \_\_\_\_\_

Total funds donated: \$ \_\_\_\_\_

Number of members involved: \_\_\_\_\_

Number of members in Chapter as of January 1<sup>st</sup> (base): \_\_\_\_\_

Projects: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I attest that this information be true and accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

DEADLINE: Postmarked no later than **December 22<sup>nd</sup>** to:

**Norfolk Jaycees  
Cancer Research Fundraising Award  
1000 Botetourt Gardens  
Norfolk, VA 23507**

[President@NorfolkJaycees.com](mailto:President@NorfolkJaycees.com)

*Receipts, number of members, and project listing must be included for verification purposes.*

# *The Virginia Jaycees Awards Manual*

## **Blood Donation Award**

*Sponsored By The Virginia Beach Jaycees*

*This award is presented by the Virginia Beach Jaycees to the chapter that has donated the greatest amount of blood during the year, and to the chapter that has donated the greatest percentage of blood compared to their May 1 Base.*

Chapter \_\_\_\_\_ Region \_\_\_\_\_ District \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Phone: (H): \_\_\_\_\_ (O): \_\_\_\_\_

Applying for (check one or both)

\_\_\_\_\_ greatest amount

\_\_\_\_\_ greatest percentage

May 1 base: \_\_\_\_\_

Number of pints donated: \_\_\_\_\_ Percentage of May 1 base: \_\_\_\_\_%

Number of members donating \_\_\_\_\_

Donation facility used \_\_\_\_\_

DEADLINE: Postmarked no later than December 22 to:

Hard copies should be mailed to:

**Virginia Beach Jaycees  
Blood Donation Award  
P O Box 62053  
Virginia Beach, Va 23462**

**Email copies should be sent to:** Lee Wolfe, Chief of Staff [mikeandleewolfe@yahoo.com](mailto:mikeandleewolfe@yahoo.com)  
Virginia Jaycees [vajaycees1@aol.com](mailto:vajaycees1@aol.com)

# *The Virginia Jaycees Awards Manual*

## **JAYCEE CREED AWARD NOMINATION FORM**

*Sponsored By The Williamsburg Jaycees*

*This award is presented to the chapters whose programming during the past year most reflects the ideals, purposes and goals of the Jaycee movements as expressed in the Jaycee Creed.*

**Judging:** *The Williamsburg Jaycees determine the overall winner. The success and impact of the project will be judged relative to the Chapter's size and the population of the area it serves. It is based on the quality of the projects and how well they reflect the Jaycee Creed, not on the basis of how well the CPG is written.*

### **Procedure for Entering:**

- 1. Chairman's Planning Guide format with back-up material.*
- 2. Submit one CPG in each of the following areas:*

#### **Project Name & Chairman**

Spiritual Development	_____
International Involvement	_____
Economic Development	_____
Government Involvement	_____
Individual Development	_____
Service to Humanity	_____

- 3. Include this form with completed information:*

Chapter: _____	Contact Person: _____
Population Division: _____	Address: _____
Phone Number: _____	Email Address: _____
Service Area (Urban/Rural/Suburban) _____	

- 4. All Submissions **Postmarked by December 22** and mail to:*

*WILLIAMSBURG JAYCEES, P O BOX 175, WILLIAMSBURG VA 23187*

# *The Virginia Jaycees Awards Manual*

## *William Robertson "I Had A Dream" Award Sponsored by Camp Virginia Jaycee*

*Awarded by the Camp Virginia Jaycee Board of Directors to the chapter that contributes the greatest total dollars, time, material and leadership to the maintenance of the Camp. Computations are adjusted to take membership base into account.*

Chapter \_\_\_\_\_ Region \_\_\_\_\_

Chapter President \_\_\_\_\_

Address \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (O) \_\_\_\_\_

January 1 Base \_\_\_\_\_

Number of projects run: by chapter \_\_\_\_\_

Total monies contributed \_\_\_\_\_

Total retail value of materials contributed \_\_\_\_\_

Total man-hours contributed \_\_\_\_\_

On a separate sheet please describe all chapter projects conducted on behalf of the Camp. Give date conducted and result (money raised, work finished, etc.). Also, include any additional comments that you feel necessary.

DEADLINE: Postmarked no later than **December 22** to:

Camp Virginia Jaycee  
2494 Camp Jaycee Road  
Blue Ridge VA 24064

# *The Virginia Jaycees Awards Manual*

## **James M. Purks Regional Commitment Award**

*Sponsored By Camp Virginia Jaycee*

*Awarded by the Camp Virginia Jaycee Board of Directors to the region that contributes the greatest total dollars, time, material and leadership to the maintenance of the Camp. Computations are adjusted to take membership base into account.*

REGION \_\_\_\_\_ JANUARY 1 BASE \_\_\_\_\_

REGIONAL DIRECTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE: (H) \_\_\_\_\_ (O) \_\_\_\_\_

Number of projects run: by region \_\_\_\_\_

Total monies contributed \_\_\_\_\_

Total retail value of materials contributed \_\_\_\_\_

Total man-hours contributed \_\_\_\_\_

On a separate sheet please describe all regional projects conducted on behalf of the Camp. Give date conducted and results (money raised, work finished, etc.). Also, include any additional comments that you feel necessary.

DEADLINE: Postmarked no later than December 22 to:

Camp Virginia Jaycee  
2494 Camp Jaycee Road  
Blue Ridge VA 24064