

New Jersey Key Club

DCON CONTESTS PACKET



THERE'S AN AWARD IN MY BOOT!

CONTESTS INFORMATION

Introduction

This information in this packet is intended to guide you and your club in creating and submitting contests for the 2019 NJ District Convention. There is also an addition on one new contest, the Member Spotlight, so please be sure to read that description to learn more about how to participate in that. Take a look at the criteria and the **Annual Achievement Report Form** to determine how you and your club can win big at District Convention 2019!

Why Compete?

Competing in contests are great opportunities for any club to gain recognition on a state—or even international level—for its wonderful achievements in service, fundraising, and creativity. In addition, individual Key Club members can enter various contests to showcase their leadership and dedication to this organization such as the oratorical speech or impromptu essay contest. With over twenty contests in total, there is a contest that suits everyone. So please take the initiative and apply for at least one contest! Not only will you gain valuable experience, it will make your overall District Convention 2019 experience better!

Contests Guidelines

The following includes general information that pertains to all contests. For more information or if you have any questions, please refer to your Key Club International Guidebook, the rest of the packet, the NJ Key Club website (www.njkeyclub.org), or Contests Chairperson Katie Lynch (ltg9.lynych@njkeyclub.org)

All clubs **must complete an Annual Achievement Report Form** and have it received no later than **Friday, March 1st, 2019**. A copy of this year's report form is included in this packet and a digital fillable copy is available at the following link: [key club annual achievement report fillable form](#)

- **. Failure to submit the Annual Achievement Report will result in disqualification from all other contests. This is the only award that may be submitted online.**
****THE FRONT PAGE MUST HAVE ALL SIGNATURES TO BE ACCEPTED (unless a club does not have a sponsoring club. If so, this line may be left blank)****
- All contest entries that are not prejudged must be handed in upon your club's arrival at District Convention. These entries must be submitted no later than 5:00 pm on Friday, March 29th, 2019. Please note that no late entries will be accepted!
- **All information on all the contests should be typed or neatly handwritten. Make sure you obtain all required signatures and get them sent in time or the entry will be disqualified.**
- **We encourage you** to enter as many contests as possible.

All contests, Awards of Appreciation Nominations, and Annual Achievement Report Form should be sent to the Contests Chairperson:

District Convention Contests
c/o Helene Meissner
166 Oaklyn Road
Phillipsburg, NJ 08865

Deadlines

Friday, February 15 th , 2019	Friday, March 1 st , 2019	Friday, March 29 th , 2019
<ul style="list-style-type: none"> • Robert J. Mascenik Outstanding Kiwanis Advisor Award • Dominico Gatti Faculty Advisor Award <p><i>Each of the above awards must be mailed in a three-ring binder with a postmark date no later than Friday, February 15, 2019.</i></p>	<ul style="list-style-type: none"> • Annual Achievement Report Form* • Club Website • Single Service • Club Bulletin • Kiwanis Family Relations Award • Major Emphasis <p><i>Each of the above awards must be mailed with a postmark date no later than Friday, March 1st, 2019.</i></p> <p>*The AARF may be submitted through e-mail.</p>	<ul style="list-style-type: none"> • T-Shirt/Sweatshirt Design • Traditional Scrapbook • Non-Traditional Scrapbook • Impromptu Essay • Oratorical Contest • Digital Poster Contest • Non-Digital Poster Contest • Video Contest (Flash Drive only submissions) • Talent Contest <p><i>Each of the above awards must be submitted at DCON 2019.</i></p>

CONTESTS OVERVIEW

Key Clubs and Key Club members are encouraged to participate in convention contests in order to build spirit and to celebrate the achievements of both the club and the individuals within the club. Below is a brief explanation of the contests that will be held at the convention in March.

For additional information on all of the “**District and International Level Contests**” described below, please visit the Key Club International Guidebook (<http://www.keyclub.org/Leadership/gov/guidebook.aspx>), “Contests and Awards.” Contests noted in this packet as “**District Level Contests**” are district only contests, and no additional information is available other than what is provided in this packet.

All contests submissions that are not judged in advance must be turned in by on Friday Night at the District Convention. Follow the rules as provided by Key Club International for all “District and International Level Contests” and rules in this packet for all “District Level Contests”. The decisions of the judges in all contests will be final. On any form where proper signatures are required, only those entries with signatures will be judged.

INTERNATIONAL & DISTRICT CONTESTS

DISTINGUISHED CLUB AWARD – ENTRY FORM IN APPENDIX

The Distinguished Club Award program shall provide recognition to individual Key Clubs for their overall performance in the combined areas of club administration, membership and leadership development, Kiwanis family involvement, service and fund-raising as judged against a pre-established standard of excellence. Entries shall use the official Annual Achievement Report form, located in the current year’s Key Club International Guidebook. Entries are judged based upon achieving a percentage of accumulated points in the categories of the club Annual Achievement Report. Only activities that occur from district convention to district convention shall be included. Appropriate recognition will be awarded to those clubs that qualify under the rules stated.

SINGLE SERVICE REPORT - ENTRY FORM IN APPENDIX

Using the official Key Club Single Service Report form found in the current year's Key Club International Guidebook, a club may enter its best single project dedicated to service within the school or community during the past service year (from district convention to district convention). Clubs shall compete with other clubs of similar size within four membership categories: Bronze (35 and fewer members), Silver (36-60 members), Gold (61-85 members), and Platinum (more than 86 members). First, Second, and Third place will be awarded in each membership category. The first-place district winner will be eligible to compete in the International contest, and will be submitted by the District. All other entries may be picked up on Sunday.

MAJOR EMPHASIS PROGRAM AWARD - ENTRY FORM IN APPENDIX

This award is presented to clubs that, through unselfish efforts, have produced the best Major Emphasis Program Project. The activity described can cover any phase of Key Club Major Emphasis Involvement during the year from district convention to district convention. The report may include newspaper clippings, substantiating photographs, or other pertinent information. All entries are judged, and awards will be given to the first, second and third place entries. Clubs are reminded to follow carefully the contest rules located in the current year's Key Club International Guidebook.

ORATORY – NO ENTRY FORM

The topic for the 2019 Oratorical Competition will be “Key Club International gives students the opportunity to improve the lives of others while building on their own skills, traits, and values. How has Key Club's international member base, core values, and motto impacted your life, identity, and experiences as a servant leader?” Each orator will be allowed a maximum of five minutes for his/her presentation concerning this topic. The speech must be prepared and rehearsed in advance. Consult the rules regarding this contest located in the current year's Key Club International Guidebook. Judging will be based upon clarity of the message, depth, originality, organization, reference, grammar, word choice, posture, voice, and the attention of the audience. The oratorical preliminaries will be held as announced in the convention agenda. The three top finalists will speak at the Saturday night session where prizes for first, second, and third places will be awarded.

TRADITIONAL (SCRAPBOOK) - ENTRY FORM IN APPENDIX

Should be brought to Convention and NOT mailed in advance

Please note: A school can only apply for EITHER Traditional OR Non-Traditional Scrapbook contests, not both.

Clubs are encouraged to enter a scrapbook containing pictures, souvenirs, newspaper clippings, and other mementoes of the Key Club year from district convention to district convention. Each scrapbook must be divided into the following categories: Service to School, Service to Community, Fundraising Projects, Assistance to Kiwanis Projects, and Miscellaneous. Each category must be tabbed accordingly. All entries are judged and awards will be given to the 1st, 2nd and 3rd place entries. Clubs are reminded to follow carefully the contest rules located in the current year's Key Club International Guidebook. Be

sure to include the cost form, located in the Guidebook, on the inside front cover of the scrapbook. Scrapbooks must be turned in on Friday of Convention.

NON-TRADITIONAL (SCRAPBOOK) - ENTRY FORM IN APPENDIX

Should be brought to Convention and NOT mailed in advance

Please note: A school can only apply for EITHER Traditional OR Non-Traditional Scrapbook contests, not both.

A Club may enter a non-traditional scrapbook or composition of other media containing pictures, souvenirs, examples, newspaper clippings, or other representations of its activities during the club administrative year (defined as being from district convention to district convention). Each scrapbook must be divided into the following categories: Service to School, Service to Community, Fundraising Projects, Assistance to Kiwanis Projects, and Miscellaneous. No audit, visual, or computer equipment will be allowed as part of the entry. The entry must be sturdy to allow handling by judges as necessary. All entries are judged and awards will be given to the first, second and third place entries. Be sure to include the cost form, located in the Guidebook, on the inside front cover of the scrapbook.

CLUB POSTER CONTEST - DIGITAL & NON-DIGITAL - ENTRY FORM IN APPENDIX

Should be brought to Convention and NOT mailed in advance

Please note: A school can only apply for EITHER Digital OR Non-Digital Poster contests, not both.

The poster should be designed to recruit new members for Key Club, and should not bear the name of any school, community, or district. All entries are judged and awards will be given to the first, second and third place entries. Guidelines for the contest, including size restrictions, can be found in the current year's Key Club International Guidebook. The poster should advertise Key Club in general, not a particular club, school, division, or district.

CLUB VIDEO CONTEST - ENTRY FORM IN APPENDIX

Should be brought to Convention and NOT mailed in advance

The video should be a promotional video for Key Club as an organization and/or the Key Club within its respective school/community. Guidelines for participation in this contest can be found in the current year's Key Club International Guidebook. Awards will be given to the first, second, and third place entries. Rules to enter this contest are located in the current year's Key Club International Guidebook. **ONLY SUBMISSIONS ON A FLASH DRIVE WILL BE ACCEPTED!**

DISTRICT-ONLY CONTESTS

DISTRICT PROJECT AWARD - ENTRY FORM ON PAGE 8

The New Jersey District continues to support Hunger in New Jersey as its District Project. This award is given to the top three clubs that have rendered the most meaningful service to this organization. Submissions are not judged by basis of monetary value given to the organization, but by all around project value as to service rendered, money raised and club member involvement. Please note that this project may NOT be the same as the Single Service Project. The report form is enclosed in this packet. First, second, and third place

awards will be given, regardless of club size. A contest submission form is included in this packet.

KIWANIS FAMILY RELATIONS AWARD ENTRY FORM ON PAGE 10

It is important to our organization for all members of our Kiwanis Family to work together. To recognize those clubs that excel in Kiwanis Family relations, the New Jersey District Board created the Kiwanis-Family Relations Award. If your club activity works with Kiwanis, Circle K, or Builders Clubs, then submit your report in this category. Only activities that occur from district convention to district convention shall be included. A contest submission form is included in this packet.

ROBERT J. MASCENIK OUTSTANDING KIWANIS ADVISOR - ENTRY FORM ON PAGE 14

Once again, this year the New Jersey District will recognize a single Kiwanis member for his or her outstanding service to the Key Club program. The nomination must be made by the Key Club of which the Kiwanian is an advisor or a member of the New Jersey District Key Club Board. The recipient will be evaluated on his or her ability to work with students, consistency and quality of overall performance as an advisor, and overall feelings towards this person by club members. A nomination form is included in this packet.

DOMINICO GATTI OUTSTANDING FACULTY ADVISOR - ENTRY FORM ON PAGE 16

The New Jersey District will recognize an outstanding Key Club faculty advisor at the convention. This award is given to a single individual who has offered exemplary service as a club advisor. The nomination must be made by the Key Club of which the faculty member is an advisor or a member of the New Jersey District Key Club Board. A nomination form is included in this packet.

TALENT SHOWCASE – NO ENTRY FORM

Individuals or club groups may audition for the talent contest. An entry may take any form as long as it is entertaining and in good taste. Talent acts should be no longer than 3-4 minutes. Any accompanying music or video must be brought on a CD or thumb drive. The top acts (number to be determined at the convention), selected in preliminary judging on Saturday afternoon, will perform at the Talent Showcase on Saturday night. Awards will be given to the first, second, and third place acts.

IMPROMPTU ESSAY CONTEST – INFORMATION ON PAGE 18

All Key Club members in the New Jersey District that are in good standing are eligible to compete. Each participant will be given 60 minutes to write an essay on a subject selected by the New Jersey District Contest Committee during a designated time during convention. Please refer to your program for details on location and time. Awards will be given to the first, second place, and third place essay.

T-SHIRT/SWEATSHIRT DESIGN - ENTRY FORM ON PAGE 13

Clubs are encouraged to show off their creative designs. Clubs must bring one t-shirt to be judged at District Convention.

WEBSITE - ENTRY FORM ON PAGE 11

This award honors the Key Club and their Webmaster. The website is judged based on layout, content, photos, Key Club logos, font size, general attractiveness, and loading speed of the site. Please **CLEARLY PRINT OR WRITE** the URL of your website.

CLUB BULLETIN- ENTRY FORM ON PAGE 12

This award recognizes Key Club editors. It recognizes the **THREE** best NJ Key Club newsletters. A **minimum of 8** issues should be submitted in a 3-ring binder.

BIG 10 - NO ENTRY FORM

This award honors clubs who have increased in membership by ten percent.

EARLY BIRD DUES - NO ENTRY FORM

It is awarded to all clubs who paid dues by November 1st, 2018.

DISTRICT PROJECT AWARD

MUST BE POSTMARKED BY MARCH 1st, 2019

NOTE: THE DISTRICT PROJECT MAY NOT BE THE SAME AS SINGLE SERVICE

(Please print or type neatly)

Key Club of _____ High School
Division _____ City _____
Sponsoring Kiwanis Club _____

*The District Project must serve or support the **HUNGER IN NEW JERSEY.***

Number of members in Key Club at time of project(s) _____

Number of members in participating project(s) _____

Dollar value of donations and/or services at market price \$ _____

Describe your club's project(s). Include organization, costs, publicity, etc.

How did the food bank, pantry, group benefit from the project(s)?

How did your Key Club benefit from the project(s)?

CERTIFICATION: (SIGNED) _____ KEY CLUB PRESIDENT

(SIGNED) _____ FACULTY ADVISOR

(SIGNED) _____ KIWANIS ADVISOR

NOTE:

You may attach newspaper clippings, photographs or other documentation.

These will be considered in evaluating your report.

If needed you may attach additional sheets to this report.

KIWANIS FAMILY RELATIONS AWARD

MUST BE POSTMARKED BY MARCH 1st, 2019

NOTE: THE DISTRICT PROJECT MAY NOT BE THE SAME AS SINGLE SERVICE

(Please print or type neatly)

Key Club of _____ High School

Division _____ City _____

Sponsoring Kiwanis Club _____

Kiwanis Family Relations Available

____ Kiwanis

____ Circle K

____ Aktion Club

____ Builder's Club

____ Kiwanis Kids

Answer all of the following questions about one single Kiwanis-Family project in a two-page or less typed report.

1. What was the project you did? Describe it.
2. Which Kiwanis-Family members were involved?
3. How many meetings did you hold to plan this project?
4. How many members were in your club at this time and what percentage participated in this project?
5. What was the result of your project? Who benefited?
6. How would you improve on this project?

Note: Failure to answer any one of these questions may result in a loss of points, so clearly and concisely answer all the above questions in essay form.

Key Club President signature

Faculty Advisor signature

Note: All signatures above must be those of the person described below the signature. One person may not sign this report more than once. All signatures are subject to verification. Invalid signatures will result in a voided report.

CLUB WEBSITE AWARD

MUST BE POSTMARKED BY MARCH 1st, 2019

Read all instructions on this page thoroughly before filling out the report or writing the project description.

(Please print or type neatly)

This award honors the Key Club and their Webmaster. The website is judged based on layout, content, photos, Key Club logos, font size, general attractiveness, and loading speed of the site.

Key Club of _____ High School

Division _____ City _____

Website URL: _____

Any website comments: _____

Key Club President signature

Faculty Advisor signature

Note: All signatures above must be those of the person described below the signature. One person may not sign this report more than once. All signatures are subject to verification. Invalid signatures will result in a voided report.

CLUB BULLETIN AWARD

MUST BE POSTMARKED BY MARCH 1st, 2019

Read all instructions on this page thoroughly before filling out the report or writing the project description.

(Please print or type neatly)

Key Club of _____ High School

Division _____ City _____

Name of Newsletter: _____

The judging is based on the following categories:

Rules and Regulations:

1. A minimum of 8 issues must be entered
2. Submit newsletters in a 1 inch, 3 ring binder
3. The entry form must be submitted on the front page of the binder
4. ALL required signatures must be included

Key Club President signature

Faculty Advisor signature

Note: All signatures above must be those of the person described below the signature. One person may not sign this report more than once. All signatures are subject to verification. Invalid signatures will result in a voided report.

CLUB T-SHIRT/SWEATSHIRT AWARD

BRING ENTRY WITH YOU TO CONVENTION

Read all instructions on this page thoroughly before filling out the report or writing the project description.

(Please print or type neatly)

The Club T-Shirt/Sweatshirt Award recognizes the best club T-Shirt/Sweatshirt Design in the NJ District. Clubs must bring **one t-shirts or sweatshirt** to be judged at District Convention.

Key Club of _____ High School

Division _____ City _____

Don't use just any regular r-shirt, use combinations of the Key Club colors and logos. You can use websites such as Custom Ink or Uber Prints. If you are feeling confident, you can make shirts entirely by hand!

Be creative and stand out!

Must include:

- Key Club logo or name
- Club name
- Original content
- No profane or offensive words or images

Key Club President signature

Faculty Advisor signature

Note: All signatures above must be those of the person described below the signature. One person may not sign this report more than once. All signatures are subject to verification. Invalid signatures will result in a voided report.

ROBERT J. MASCENIK OUTSTANDING KEY CLUB KIWANIS ADVISOR AWARD

Annually, New Jersey District of Key Club International will recognize an outstanding Key Club Kiwanis Advisor. This award will recognize a Kiwanis member who has demonstrated an ability to work and relate to Key Clubbers, has shown consistent and quality performance as an advisor, and is regarded warmly and respectfully by the Key Club members with who he/she works. Nominations must be made by either the Key Club of which the Kiwanian is an advisor, or a member of the New Jersey District Key Club Board.

Nominations must be made in the following manner and submitted in a three-ring binder:

1. Completion of the application (see below)
2. A written overview of 500 words or less as to why this person deserves this award.
3. Four Letters of Recommendations

Key Club Name _____

Sponsoring Kiwanis Club _____

Nominee's Full Name _____

Nominee's Address _____ Phone Number _____

Number of Years as Kiwanis Advisor _____

Percentage of regular Key Club meetings attended by nominee, April 2018 - March 2019: _____

Percentage of Key Club board meetings attended by nominee, April 2018 - March 2019: _____

Please use the space below to provide a short biographical sketch of the nominee. Information may include college attended, year of graduation, profession, other hobbies and activities, etc.

Will the nominee be attending the 2019 District Convention? _____

DOMINICO GATTI OUTSTANDING KEY CLUB FACULTY ADVISOR AWARD

Annually at the Key Club District Convention, an Outstanding Faculty Advisor is recognized. These individuals represent the advisors of all Key Clubs in the New Jersey District in service to youth. Their personal involvement, counseling, leadership, and encouragement help each club have outstanding years of service. Nominations must be made by either the Key Club of which the adult is an advisor, or a member of the New Jersey District Key Club Board.

Nominations must be made in the following manner and submitted in a three-ring binder:

1. Completion of the application (see below)
2. A written overview of 500 words or less as to why this person deserves this award.
3. Four Letters of Recommendations

Key Club Name _____

Nominee's Full Name _____

Nominee's Address _____ Phone Number _____

Number of Years as Faculty Advisor _____

School assignment (teacher, principal, asst. principal, etc.) _____

Subject area _____

Percentage of regular Key Club meetings attended by nominee, April 2018 - March 2019: _____

Percentage of Key Club board meetings attended by nominee, April 2018 - March 2019: _____

Please use the space below to provide a short biographical sketch of the nominee. Information may include college attended, year of graduation, profession, other hobbies and activities, etc.

Will the nominee be attending the 2019 District Convention? _____

IMPROMPTU ESSAY CONTEST

The Rules:

- A. All Key Club members in the New Jersey District that are in good standing are eligible to compete in the Impromptu Essay Contest.
- B. Registration for the Impromptu Essay Contest will take place at the 2019 District Convention.
- C. The subject for the Impromptu Essay Contest will be predetermined but not disclosed in advance. It will be distributed to the participants during the competition at District Convention.
- D. The essay must be originally, solely and completely developed by each writer.
- E. Each participant will be allowed a maximum of sixty (60) minutes for writing the essay. Exceeding the time limit may result in a penalty.
- F. Paper and pencils will be supplied at the competition.
- G. Judging and awarding points will be based on the following criteria:

Clarity of message & Project of idea
Depth
Originality
Organization
Reference
Grammar/Word choice

- H. 1st, 2nd, and 3rd place winners will be recognized for their excellence in writing.
- I. All decisions made by the judges at the New Jersey District Key Club Convention 2019 are final.

APPENDIX

The following forms are Key Club International Awards that must be judged on the District Level. Please complete the forms and submit by specific deadlines as listed on Page 2.

For additional information on all of the “**District and International level contests**” described below, please visit the [Key Club International Guidebook](#), “Contests and Awards.”

Key Club Annual Achievement Report

Online Fillable Form: [key club annual achievement report fillable form](#)

All clubs are required to submit this report annually. It must be submitted for each club's contests submissions to be considered.

Year-In-Review (Scrapbook)

Traditional

Non-Traditional

Clubs may only submit in one of the two categories.

Poster

Digital

Non-Digital

Clubs may only submit in one of the two categories.

Major Emphasis

Video Contest

Single Service Award

