

## **National Federation of Republican Women**

## Club Achievement Awards Instructions 2022-2023

Clubs will be recognized during the 42nd Biennial Convention in September 2023.

**CLUB PRESIDENTS:** Please complete the Club Achievement Awards online form (Excel spreadsheet) and email it to your State President on or before June 1, 2023. By emailing this spreadsheet, you are certifying that the information contained in it is correct.

**STATE PRESIDENTS:** Please encourage every Club President to email their Club Achievement Awards form (Excel spreadsheet) to you on or before June 1, 2023. Your NFRW Achievement Awards Committee Region Leader will send you an Excel spreadsheet prior to the awards deadline for you to fill out: 2023 NFRW Achievement Award Winners. Please use the designated 2023 NFRW Achievement Award Winners spreadsheet to provide all the information requested for your state's Achievement Award Winners. This Excel spreadsheet will save a tremendous amount of time for your Committee Region Leader, the Achievement Awards Committee, and NFRW. Once completed, please email the 2023 NFRW Achievement Award Winners spreadsheet to <a href="mailto:nfrwaa@gmail.com">nfrwaa@gmail.com</a> on or before June 30, 2023. Please put your Region Number in the Subject Line with your State Name. You must also attach each individual Club Achievement Awards form (Excel spreadsheet) to the email.

Don't forget that you are responsible for certifying that all information submitted on each Club Achievement Awards form (Excel spreadsheet) is accurate including the points and specific award before adding to the 2023 NFRW Achievement Award Winners spreadsheet. If there are errors in the points tabulation, please correct and contact the Club President.

The Club Achievement Awards Excel spreadsheet is for the two-year time period: January 1, 2022, through December 31, 2023. Check the criteria on whether activities need to be completed in one or both years of the biennium. Although some programs or activities may occur after the June 1, 2023, awards deadline, credit will be given for programs scheduled through the end of December 2023. Programs and activities can be checked off as your club completes them. Additional activities and bonus points have been added to this worksheet to give the opportunity for large and small clubs to achieve a higher level of recognition. Be sure to check the criteria for each item as criteria has changed for this biennium.

The Club Achievement Awards program is designed to enhance teamwork among members of each club. Using the Club Achievement Awards form (Excel spreadsheet) as a guide for planning club activities will produce a well-balanced club program. It establishes standards of performance for club functions, membership development, programs, leadership development, campaign activities and community relations.

## There are four levels of achievement:

BRONZE AWARD: 150-179 points GOLD AWARD: 205-229 points

SILVER AWARD: 180-204 points DIAMOND AWARD: 230 points or more

The Excel spreadsheet will total all points earned in each of the six categories to tabulate your level of achievement.

Only clubs that have paid their annual service charge and full membership per-capita dues for both 2022 and 2023 are considered eligible for the Achievement Awards, unless chartered late in 2022 or in 2023. Women club members are considered in good standing if they have paid their 2023 dues to NFRW through their club.

**STATE PRESIDENTS:** Do not email Club Achievement Awards forms (Excel spreadsheets) to your Committee Region Leader. EMAIL ALL CLUB ACHIEVEMENT AWARDS FORMS (Excel Spreadsheets) to: <a href="mailto:nfrwaa@gmail.com">nfrwaa@gmail.com</a>. If you have any questions, please contact your Committee Region Leader listed below.

## NFRW ACHIEVEMENT AWARDS COMMITTEE

Chairman
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