2022-2024 GFWC CLUB MANUAL





JENNIE AWARD AWARDS, CONTESTS, AND GRANTS

THE GFWC JENNIE AWARD HONORS ONE CLUBWOMAN FROM EACH GFWC REGION FOR OUTSTANDING COMMITMENT TO CLUB, COMMUNITY, AND FAMILY.

The GFWC Jennie Award is *the only national honor* bestowed by GFWC that recognizes individual members for personal excellence. Club members are nominated by their clubs to compete at state, regional, and national levels for the Federation's highest honor.

The Jennie Award is named in honor of GFWC's founder, Jane Cunningham Croly, who wrote for national newspapers under the pseudonym "Jennie June." The award is an occasion to highlight extraordinary clubwomen who epitomize her spirit of independence, courage, and persistence through their roles as volunteers within their clubs, representatives of their community, and as members of a family or extended family. Although GFWC has many awards for states and clubs, the GFWC Jennie Award is the only national honor

2022-2024 JENNIE AWARD

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that recognizes individual members for personal excellence. Since it is an award for lifetime personal excellence, club presidents should consider utilizing the knowledge of club historians for Jennie Award nominees. Club presidents should be mindful of first impressions and make the nominee's packet of supporting materials as professional as possible as it may be judged at the different levels by influential community leaders.

The GFWC Jennie Award Nomination Form is included on the last page of this section and may be downloaded from the **GFWC Member Portal.**

JUDGING CRITERIA

Nominations will be evaluated equally on the following criteria:

COMMITMENT TO FAMILY

Recognizing that families come in many different forms, the nominee might be a single parent, a grandparent raising her grandchildren, an adult caring for an elderly relative, or an adult without children. The definition of a family member may include persons who are older or younger than the nominee. It may include immediate as well as extended family members. The nominee should exemplify outstanding concern for the wellbeing, health, and welfare of one or more persons by providing aid and comfort on an ongoing basis, separate and apart, from club and community work.

COMMITMENT TO GFWC

The nominee should have an outstanding record of success and achievement, not only in terms of her club's volunteer programs and projects, but also her role in a leadership position, her effort to build membership and promote the club to others, and her overall spirit of volunteerism. She should be kind, loyal, and positive in her relationships with other clubwomen, and her commitment should be continuous, rather than a one-time occurrence.

COMMITMENT TO COMMUNITY

Community service must address real community needs and concerns. This service should go beyond club activities and be carried out through other community organizations (e.g. schools, hospitals, an elected/ appointed position, scouts, etc.) as well as through the workplace. Activities should reflect an innovative or unique approach to volunteer work.

PUBLIC RELATIONS OPPORTUNITIES

An important reason for participating in the GFWC Jennie Award is the tremendous public relations impact it may have on the club, state, regional, and national levels. Here are some public relations suggestions for each stage during the 2022-2024 Administration:

CLUB

Once your club selects its GFWC Jennie Award nominee and is ready to submit its narrative describing a nominee's qualifications, you should send a news release or article about your nominee to local media outlets. Consider holding a ceremony during a club meeting and inviting a reporter to cover the event or sending a photo and caption of the session to local media.

STATE

State Presidents should appoint a state GFWC Jennie Award Chairman to assist in publicizing and managing the award process. State Presidents or chairmen who receive multiple entries for review should form an outside panel of judges comprised of leading citizens to assist in selecting the single state nominee. This stage offers an opportunity to honor all nominees, either at a state meeting in summer 2023 or at another appropriate venue, such as your State Convention, where each finalist is awarded a special certificate. Reporters should be invited to cover the event, or a photo and caption should be sent to local media.

REGION

Region Presidents should consider appointing a Jennie Award chairman to assist in publicizing and managing the award process including assisting the Region President in choosing a committee of outside judges to help select the two regional finalists whose applications will be forwarded to GFWC Headquarters for consideration at the national level. The Region President and/or Jennie Awards Chairman should plan an event to honor all state nominees in their Region during the 2023 Region Conferences. Honor all state nominees from the Region and make them feel special by introducing them to the attendees, presenting special certificates to each one, and offering photo opportunities that they can share with their local media.

Reminder—entries to GFWC Headquarters must be postmarked by December 1, 2023. GFWC will prepare certificates for the 16 Region finalists and highlight them in the Spring 2024 issue of *GFWC Clubwoman Magazine*.

NATIONAL

At the time of the awards ceremony during the GFWC Annual Convention in June 2024, which all eight national honorees are expected to attend, a news release will be issued by GFWC to major U.S. newspapers as well as to media in the states, cities, and regions of all eight honorees. Clubs and State Federations with GFWC Jennie Award medal recipients, as well as each GFWC Region, should also take the opportunity to inform their local media about the national honor. Club Communications and Public Relations chairmen of the national recipients should notify local officials and organizations such as the mayor, Chamber of Commerce president, and state elected officials to arrange photo opportunities and recognition events.



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2022-2024 GFWC CLUB MANUAL JENNIE AWARD

AWARD RULES

Clubs may nominate one member who has demonstrated the qualities outlined under the judging criteria for this award.

- The nominee must be a member in good standing of a GFWC club for a minimum of five years. Her tenure of service may be with several clubs. Years of service must be consecutive, not concurrent.
- GFWC Executive Officers (past or present) are not eligible for nomination.
- Nominations should emphasize a member's entire lifetime of service.
- Clubs must complete and submit the official GFWC Jennie Award Nomination Form along with a separate letter of introduction explaining the reason for the nomination with a maximum 500-word written narrative.
- Narratives should include descriptions of the nominee's:
 - Ø Commitment to her nuclear or extended family
 - Ø Participation in community groups and organizations, both volunteer and professional
 - ø Club activities
- Clubs must submit no more than 25 pages (printed single-sided) of supportive materials, including:
 - Ø The title-page nomination form and letter of introduction
 - Ø Digital color photograph of nominee (high-resolution/300 dots per inch or pixels per inch) Note: If the photo does not meet the required specifications, it will not be used.
 - Ø Clips of two-three newspaper (or other media) stories about successful projects to which the member contributed (it is not necessary for such articles to mention the member by name).
 - Ø Letter of endorsement from club president
 - Ø Letter of endorsement from a representative of another organization
- Nomination forms and supporting materials, including photographs, will not be returned.
- The 16 Region Finalists will be featured in the Spring 2024 issue of GFWC Clubwoman Magazine.
- One clubwoman from each of the eight GFWC Regions will be selected for national recognition as a GFWC Jennie Award honoree (expected to attend the 2024 GFWC Annual Convention in Chicago, IL).
- ALL eight national GFWC Jennie Award honorees will be awarded roundtrip transportation to attend the 2024 GFWC Annual Convention in Chicago, IL.

CALENDAR

Dates to Remember:

June 2023 – State Presidents/Region Presidents

Encourage clubs to start looking for candidates to propose. Announce call for nominations at state meetings and publish reminders in newsletters, magazines, and emails.

<u> June 1, 2023</u> – Clubs

Submit nomination materials to respective State Presidents, POSTMARKED by this date.

August 1, 2023 – State Presidents

Submit nomination materials (1 per state) to respective GFWC Region President, POSTMARKED by this date.

December 1, 2023 – Region Presidents

Submit nomination materials (2 per Region) to GFWC Headquarters, 1734 N Street, NW, Washington, DC 20036-2990, POSTMARKED by this date.

March 2024 – 16 Region Finalists

Featured in GFWC Clubwoman Magazine

March/April 2024

Selection Committee Meets

<u>June 2024</u>

One clubwoman from each of the 8 Regions (all expected to attend) will be honored at the 2024 GFWC Annual Convention in Chicago, IL. A special remembrance and certificate will be presented to the honorees by the GFWC International President and GFWC Jennie Award Chairman.



GENERAL FEDERATION of WOMEN'S CLUBS

Jennie Award Nomination Form

Please attach a letter of intoduction with a maximum of 500 words, double-spaced, using 12-point font, and one-inch margins on all four sides.

1. NOMINEE				
Please note that the nominee must attend the 2024 GFWC Annual Convention in Chicago, Illinois, if selected as a national award winner.				
Nominee Name				
Mailing Address				
City			State	Zip Code
Phone	Fax		Email	
Club		State Federation		
Year Nominee Joined Club				
State Federation				
Region				
2. NOMINATOR/CONTACT PERSON				
Mailing Address				
City			State	Zip Code
Phone	Fax		Email	
3. COMMITMENT TO FAMILY				
Include examples separate and apart from club and community work				

4. COMMITMENT TO CLUB

Name(s) of project(s), duration, and results, if any, including leadership and positions held

5. COMMITMENT TO COMMUNITY

Non-GFWC club service, names of the organization(s), titles held, unique approach to volunteer service

Clubs: Submit the completed form, letter of introduction, photos, press clippings, letters of endorsement, and materials by **June 1, 2023**, to your <u>State President</u>. Please note: materials will NOT be returned.

Contact the national GFWC Jennie Award Chairman (Theresa Rudder, theresarudder@msn.com) or the GFWC Programs Department with any questions: 1-800-443-GFWC or **Programs@GFWC.org**.