



Outstanding Single Service Project
 Award Application: 2020 District Convention
Deadline: Wednesday, February 26 at 11:59 PM CST



Circle K Club of: _____

This award is presented to the club that has produced the best overall service project completed from the previous DCON to the specified due date.

This form, including the attached written portion, must be electronically submitted via the district website into the Google Drive Awards submission folder, by Wednesday, February 26 at 11:59 PM CST in order to be considered for the award. Your club also must be at charter strength according to International and District Dues.

I. Club Participation and Service Hours - 25 Points Possible

Note: Percent (%) of membership = no. of members involved / total club membership

Total Club Membership as of 02/01/2020: _____

How many total service hours were performed by the entire club for this project in each of the following categories?

- Project Planning: _____
- Travel to and from Project Site: _____
- Actual Project Time: _____
- Follow-up: _____
- **Total Service Hours:** _____
- **Percent of Paid CKI Members Involved:** _____
- **Percent of Paid Membership:** _____%
- No. of unpaid members/guests: _____
- Hours completed by unpaid members/guests: _____
- If your event was a fundraiser or led to a donation of any kind, write those totals here (i.e. money raised, lbs of food donated, etc.): _____
- If your event was a K-Family Relation event of inter clubbing event, please mark that here: _____

II. Project Description - 100 Points Possible

Please describe the details of your project according to the categories listed below. Essays are limited to 2,000 words or less.

A. Need for the Project - 20 Points Possible

- 1. Briefly describe the project, why it was necessary, and how the idea for it came about.

B. Planning and Execution for the Project - 40 Points Possible

- 1. Briefly describe necessary planning involved and what actually happened during the execution of the project. Also include club member’s participation, and how their contributions aided in the planning and execution of the event.

C. Publicity - 10 Points Possible

- 1. Briefly describe the way in which the publicity was arranged for the project. Was a description of the project submitted to the district publication *The Bear Claw* (previously *The Buffalo Chips*)?

D. Evaluation - 30 Points Possible

- 1. Include project’s merit to the campus and/or community

A maximum of five (5) supplemental materials may be included if you wish to include them. Examples of supplemental materials include the following: a letter, a report, a brochure, a page of pictures, or a newspaper clipping.

This certifies that all work on this application is factually correct and was performed by Circle K dues paid members in good standing with the Minnesota-Dakotas and Circle K International. Your signature certifies that you are familiar with the contents of this application and the rules governing this award. In addition, it certifies that you are aware that any fraudulent information included in this application results in disqualification.

Print Name: _____

Signature: _____

Position/Title: _____

Date: _____

This award will be sent to your President, and they need to sign off on your award via email. Please provide the email of your president below. If you are the president, please indicate this on the line below.

President: _____

THIS CONCLUDES THE OUTSTANDING SINGLE SERVICE PROJECT AWARD