



4-H PEI Annual Awards

Brookville Lime - Community Service Activity Award

INFORMATION & APPLICATION GUIDELINES

The **Brookville Lime - Community Service Activity Award** is an annual award presented to 4-H PEI clubs showing significant community connections through participation or facilitation of various community events throughout the past 4-H year.



GUIDELINES

1. This award is open to individual 4-H Clubs or a combination of 4-H Clubs within a region on Prince Edward Island. Strong consideration will be given to club/regionally organized events (vs. staff organized events in which members and leaders participate)
2. Community Service Activities:
 - ⇒ **CAN** be local, provincial, national or international in scope
 - ⇒ **SHOULD** benefit/involve more than the 4-H'ers and their families.
 - ⇒ **CANNOT** be fundraising activities.
 - ⇒ **CANNOT** be a regular 4-H club event, i.e. communication event or achievement day.
3. Activities must have taken place in the previous 4-H year (**September 1, 2020 - August 31, 2021**)

APPLICATION PROCESS:

- This is a **NEW** application process where applicants are asked to complete and submit the application on-line using the templates provided. These forms may also be printed, filled out and scanned for e-mail (if that is more convenient). **All submissions must follow the template as listed on Pages 3 & 4.**
- Applications must include documentation for the **Main Activity** and at least **ONE Other Activity** (*Please note that it is not necessary for a club to fill all four spaces for the 'Other Activities' section*)
- Applicants are also encouraged to include photos and/or supporting documents for the Club's Community Service Activities. This may include photos of the event, correspondence (i.e. Thank You cards) and media documentation (i.e. Facebook posts, newspaper clippings, etc.)
 - Main Activity** - Max of **5** photos and **5** supporting documents
 - Other Activities** - Max of **3** photos and/or supporting documents for each activity
- Photos and supporting documentation should be scanned, saved and labeled with the Event Title. (*Files can be submitted via e-mail - please keep files separate for each event*)
- Applications will be reviewed by a panel of three judges. Each judge will use a rubric to assist with evaluation. The main activity will be valued at 60% and the 'other' activities will be valued at 40%. Calculations for the 'other' activities will be averaged based on the number of events listed.
- **Four** cash prizes (\$125, \$100, \$75 & \$50) will be awarded at the Annual 4-H Awards Banquet in **February 2022**. The first place club will also receive a keeper plaque recognizing their achievement in Community Service
- ALL entries will be on display at the **2022 Annual 4-H Awards Banquet**.

DEADLINE TO APPLY: November 15, 2021

Please send applications and supporting documentation to Mary Jane at the 4-H PEI Office
(maryjmacphee@pei4h.ca or Fax 902-368-6289)



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PART 1: MAIN COMMUNITY SERVICE ACTIVITY (60 PTS.)

- Applicants are to choose **ONE** main Community Service Activity in which club members / leaders have taken part throughout the **2020-2021 4-H year**. Please use the form attached to help showcase this activity. Pictures (max five) and other supporting documents (also max five) can be uploaded or scanned in/emailed with the application.
- **Main Community Activities may include** (*but are not limited to*):
 - ⇒ Hosting a Canada Day celebration for the community,
 - ⇒ Hosting a Halloween or Christmas party for children in the community
 - ⇒ Participation in the annual roadside clean-up
 - ⇒ Making Easter baskets or Christmas bags for seniors in the community, etc.
- **Applications must include:**
 - ⇒ Number of participating members and leaders
 - ⇒ Brief description of the event/activity
 - ⇒ Brief description of the benefit or impact for the community, 4-H club, members and leaders
 - ⇒ Pictures of the event (*max of five pictures*)
 - ⇒ Copies of media coverage, news paper clippings, thank you cards, etc. (*max five*)

PART 2: OTHER COMMUNITY SERVICE ACTIVITIES (40 PTS.)

- Applicants can use this space to highlight other Community Service activities in which the Club has participated.
- **Other Community Activities may include** (*but are not limited to*):
 - ⇒ Collecting newspapers for animal shelters
 - ⇒ Donating food for to a food bank or cleaning supplies for a community center
 - ⇒ Monetary donations to charitable organizations such as Easter Seals, Christmas Daddies, etc.
- **Applications must include:**
 - ⇒ Template provided listing & briefly describing the Other Community Service activities completed by the members & leaders in the club.
 - ⇒ Pictures, newspaper clippings, thank you cards, etc. can be submitted as supplementary material (*max of three for each event*)

NOTE: Applicants are welcome to submit up to 4 'other' activities, however are not required to fill all four spaces. Scores for each activity will be averaged together for a total score out of 40%

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