

# **Achievement and Awards Program**

## **Alabama-Mississippi District**

### **GENERAL INFORMATION**

**Achievement and Awards Program** – The Achievement and Awards Program is authorized in Section XI of the District Policies. The procedure for any appeals and protests is found in Section XII of the District Policies.

**Report Due Dates** - First quarter due January 15; Second quarter due April 15; Third quarter due July 15; Fourth Quarter due October 15. Reports for the reporting fiscal year will not be accepted if postmarked after October 15, sent by email after October 15, or delivered any other way after October 15.

#### **Submit forms to (Postal mail or email):**

Annette Williams  
Achievements & Awards Chairperson  
2567 Twin Manor  
Northport, AL 35476  
aw635855@live.com  
Phone: (205) 792-1547

#### **Form completion:**

- 1) Submittals must be made on the current form. The Excel version is the preferred form. The Word version may be used if you don't have Excel.
- 2) Show club name, number, zone and date in the fields at the top of the form.
- 3) Use the same form with each quarterly submission.
- 4) Insert the number of points for an item in the appropriate quarter and total the points for each quarter
- 5) At the end, include contact information for the person completing the form.

#### **Awards will be made as follows:**

- 1) Lt. Governors of the top 3 Zones - The top three zones are determined by adding the points for all zone clubs and points for reports below submitted by the Lt. Governor divided by the number of clubs in the zone:
  - 1) Honor Club Tracking Form – 500 points per club.
  - 2) Club Visitation Report – 500 points per club.
  - 3) Annual Club Review – 500 points per club.
  - 4) Zone Meeting Report – 500 points per meeting held.
- 2) The top three clubs with the most points in each category below:

Category 1 - Clubs with 20 or fewer members on Oct 1.  
Category 2 - Clubs with 21-40 members on Oct 1.  
Category 3 - Clubs with 41 or more members on Oct 1.
- 3) District Champion Award – This is the club with the most points regardless of category.

## **Achievement and Awards Instructions**

### **A. Club Reports**

- 1) Club Pride Report on time – Due September 30.
- 2) Officer Elect Report on time – Due May 20.
- 3) Quarterly A&A Report on time – Due January 15; April 15; July 15; October 15.

### **B. Financial Obligations**

- 1) Optimist International dues paid on time – Paid prior to end of each quarter.
- 2) District dues paid on time – Paid prior to end of each quarter.

### **C. Membership**

- 1) New members – Points provided for each new member.
- 2) Three-member recognition – Self-explanatory.
- 3) Five-member recognition – Self-explanatory
- 4) NOW Program – Maximum of three programs. List programs and dates held.
- 5) Club membership at net +1 from membership at end of previous quarter.

### **D. District Board Meeting attendance**

- 1) Club President's attendance – The President, or a representative may attend.
- 2) Club President attends all three meetings – Self-explanatory.
- 3) Club Secretary/Treasurer attendance – Points given for one only of the following: Secretary/Treasurer, Secretary or Treasurer.
- 4) Secretary/Treasurer attends all three meetings – Points given for Secretary/Treasurer, Secretary or Treasurer or a combination of these positions.
- 5) Additional club member attendance – Self-explanatory.
- 6) Three additional club members attend all three meetings (not including President and/or Secretary/Treasurer) (can be three different members at each meeting)

### **E. District Convention Attendance**

- 1) Club President-Elect attendance (Not a representative) – Training attendance sheet must be signed.
- 2) Club Secretary/Treasurer-Designate attendance – Points given for only one of: Secretary/Treasurer, Secretary, or Treasurer. Training attendance sheet must be signed.
- 3) Additional club member attendance – Training attendance sheet must be signed.

### **F. Super Zone Meeting Attendance**

- 1) Club President's attendance – Self-explanatory.
- 2) Club Secretary/Treasurer attendance - Points given for one only of the following: Secretary/Treasurer, Secretary, or Treasurer.
- 3) Additional club member attendance – Self-explanatory.

## **G. Zone Meeting Attendance**

- 1) Club President's attendance – Self-explanatory.
- 2) Club Secretary/Treasurer attendance - Points given for one only of the following:
- 4) Secretary/Treasurer, Secretary, or Treasurer.
- 5) Additional club member attendance – Self-explanatory.

## **H. International Convention Attendance**

- 1) Club President-elect receives training certificate – Self-explanatory.
- 2) Club President-elect registers & attends convention – Self-explanatory.
- 3) Club Secretary/Treasurer Elect receives training certificate (credit for only one) Self-explanatory.
- 4) Club Secretary/Treasurer Elect registers & attends convention (credit for only one) - Self-explanatory.
- 5) Each additional club member receives training certificate – Self-explanatory.
- 6) Each additional club member registers & attends convention - Self-explanatory.

## **I. New Club Building**

- 1) Build a new club with 15-20 members – Certified follow-up to OI within 90 days.
- 2) Bonus points for new clubs with over 20 members – Self-explanatory.
- 3) Fifty-mile brigade – Build a new club that is 50+ miles from sponsoring club.
- 4) New club built between Oct 1 and Dec 31 - Self-explanatory.
- 5) New club built between January 1 and March 31 – Self-explanatory.
- 6) New club built between April 1 and June 30 – Self-explanatory.
- 7) New club built between July 1 and Sept 30 – Self-explanatory.

## **J. Youth Groups**

- 1) Sponsor a new JOI Club with 15 or greater members – Self-explanatory.
- 2) Maintain a JOI Club with 10 or more members. Dues must be paid.
- 3) Other youth groups – Groups must have 20 or more members -Maximum of five groups. Involvement with group must be year around. List each group.

## **K. Optimist Service Projects**

- 1) Youth Appreciation Week – Self-explanatory.
- 2) Respect for Law Program – Self-explanatory.
- 3) Youth Safety Program – Self-explanatory. (Ex. Bullying)
- 4) Sponsor student to participate in Hugh O'Brien Program – Self-explanatory.
- 5) Hold a Club Jr. Golf Tournament or Sponsor a Golfer in the District Jr. Golf Tournament – Self-explanatory.
- 6) Donate to District Jr. Golf Tournament - Two points provided for each dollar contributed.
- 7) Sponsor Essay Contest – Self-explanatory.
- 8) Donate to District Essay Contest – Self-explanatory.
- 9) Sponsor Oratorical Contest – Self-explanatory.
- 10) Donate to District Oratorical Contest – Two points provided for each dollar contributed.
- 11) Sponsor CCDHH Contest – Self-explanatory.
- 12) Donate to District CCDHH Contest – Two points provided for each dollar contributed.
- 13) Childhood Health and Wellness Program – Self-explanatory.
- 14) Donate to District Childhood Health & Wellness Program – Two points provided for each dollar contributed.
- 15) Tri-Star Program – Must serve a minimum of 20 kids - Maximum of three yearly. List the program(s) conducted.

- 16) Other youth and/or service projects – Must serve a minimum of 20 kids - Maximum of six (6) yearly. List the program(s) conducted.
- 17) New projects – Club must have not done same program in the past - Must serve a minimum of 20 kids. List the project(s) conducted.
- 18) Just say No. Substance abuse programs. Please list program(s).
- 19) Promote one of OI Programs
  - Cornhole Tournament
  - Optimist Musical Happiness
  - Optimist Day
  - Optimist in Action
  - Optimist Performing Arts
  - Optimist Photography
  - Optimist Spark Fun in the Park
  - Optimist Visual Arts

#### **L. Optimist International Foundation**

- 1) Contribute to OI by September 30 – Two points provided for each dollar contributed. Reach \$10 per member or greater – Self-explanatory.
- 2) Appoint Club OI Foundation Representative – List name. 5/20

#### **M. Optimist International Club Recognition Programs (See Directory for requirements)**

- 1) Achieve “Honor Club” status
- 2) Achieve “Distinguished Club” status

#### **N. Miscellaneous Points**

- 1) Club visitation within club’s own zone or zoom participant – Maximum of two visits - Minimum of two club members participating. Must list club visited, location, and date.
- 2) Club visitation outside club’s own zone or zoom participant – Maximum of two visits - Minimum of two club members participating – clubs must share ideas at visitation. Must list club visited, location, and date.
- 3) Monthly newsletter – Submit monthly to District Bulletin Editor, Governor, A&A Chair, and Social Media Chair.
- 4) Outstanding member recognition, President’s Citation (due 8/31) or Life Membership Award (due 9/30) – Self-explanatory.

#### **O. Personal Growth & Development**

- 1) Appoint a Club PGI Chairperson and provide their name to the District Governor, District Director of Personal Growth and A&A Chair prior to December 30 – Self-explanatory
- 2) Member obtains PGI/PDP Level 1 – List names - Self-explanatory
- 3) Member obtains PGI/PDP Level 2 – List names - Self-explanatory
- 4) Member obtains PGI/PDP Level 3 – List names - Self-explanatory
- 5) Member obtains PGI/PDP Level 4 – List names - Self-explanatory
- 6) Member obtains PGI/PDP Level 5 – List names - Self-explanatory
- 7) Member obtains PGI/PDP Level 6 – List names - Self-explanatory
- 8) Member obtains PGI/PDP Level 7 – List names - Self-explanatory
- 9) Member obtains PGI/PDP Level 8 – List names - Self-explanatory
- 10) Member obtains PGI/PDP Level 9 – List names - Self-explanatory
- 11) Member obtains PGI/PDP Level 10 – List names - Self-explanatory

**P. Publicity**

- 1) Meeting plaque at club meeting location – Self-explanatory.
- 2) Road Sign – Self-explanatory.
- 3) Newspaper articles with Optimist highlighted – Submit copy to A&A Chair.
- 4) Club maintains an active Facebook page – Provide name of FB page.
- 5) Club maintains an active website. Provide website address.
- 6) Club has a Social Media/Marketing Chair appointed by end of first quarter by Dec 30th, Provide Name