



# STATE STATISTICAL FORM & AWARD ENTRY FORMS

 Visit [www.GFWC.org/membership/club-manual/](http://www.GFWC.org/membership/club-manual/) for updates and more information.

In order to compile our annual report, GFWC requires all of its State Federations to submit statistical totals each year. Clubs may also compete in the GFWC Awards Program by submitting the GFWC Award Entry Forms.

The major points of the process include:

- Clubs will report to their respective State Federations in accordance with their respective guidelines.
- Each State President will provide GFWC with a completed State Statistical Form that includes the totals from all Woman's, Junior Woman's, and Juniorette clubs in their respective state. If clubs have provided statistics for the Partnership projects — please record them on those lines. If you don't have separate statistics for Partnership projects—please report all statistics on the first line that reads Community Service Projects. This form will be available annually in both electronic and print versions. One copy of the form will be submitted directly to GFWC and another copy will be sent to the First Vice-President.
- There will be an Awards Program for states based on membership categories established at the beginning of each administration.
- States that do not submit the Statistical Form by the deadline are ineligible to receive state membership category and club creativity awards.
- In accordance with the State Award Entry Cover Sheet guidelines, each State Federation may submit one entry for each of the two Special Programs, one for each of the six Community Service Programs, one for each of the six Advancement Areas, and one for Epsilon Sigma Omicron (ESO). Judging criteria will be based upon the community or club impact of the projects submitted. The Awards Program is optional.
- In accordance with the Club Creativity Award Entry Cover Sheet guidelines, each State Federation may submit one club entry for each of the two Special Programs, one for each of the six Community Service Programs, and one for each of the six Advancement Areas and one for Epsilon Sigma Omicron (ESO). Judging criteria will be based upon the creativity of the projects submitted. Clubs will not submit entries. The Club Creativity Awards are optional.



For more information, refer to the Awards, Contests, and Grants section of the *Club Manual* or contact the GFWC Programs Department at [Programs@GFWC.org](mailto:Programs@GFWC.org).



GENERAL FEDERATION  
of WOMEN'S CLUBS

# State Statistical Form

UPDATED DECEMBER 2016

Annual Reporting Period: January 1 – December 31, 2016

State Federation Name:			
State President Name:		Email Address:	
State President Mailing Address:			
City:	State:	Zip:	Phone:
<b>INSTRUCTIONS</b> Complete this form to include total statistics from your State Federation, including General, Junior, and Juniorette clubs, for each Special Program, Community Service Program, Partnership Project, Advancement Area, and Epsilon Sigma Omicron (ESO). If clubs have provided statistics for the Partnership projects, please record them on those lines. If you don't have separate statistics for Partnership projects, please report all statistics on the first line that reads Community Service Projects.  Cells that are crossed out indicate areas which do not pertain to the respective organization and should not be filled in.  Submit Statistical Form to <b>Programs@GFWC.org</b> and <b>Marian.StClair@gmail.com</b> no later than March 15, 2017, or send via postal mail postmarked no later than March 15, 2017 to: GFWC   Marian St.Clair, GFWC First Vice President Attn: Programs Department -and- 357 Riverside Drive 1734 N Street NW   Greenville, SC 29605 Washington, DC 20036-2990  Summaries of each Special Program, Community Service Program, Advancement Area, and ESO will be sent to the GFWC International President, Second Vice-President, and respective chairman.  <b>Do not attach your entries (narratives) for awards with this form. This is a statistical report only. Refer to the Award Entry Cover Sheets and use these cover sheets when submitting your award entries.</b>			

## DEFINITIONS

**Community Service Projects** are the programs and projects members initiate and participate in to serve their communities, including projects with GFWC Partners.

**Number of Projects** is the numerical account of the programs and projects initiated and participated in by the clubs in your State.

**Volunteer Hours** is the amount of time that members worked on club approved programs and projects.

**Dollars Donated** is the monetary amount given to programs and projects.

**In-Kind Donations** reflect the monetary value for goods provided to programs and projects. Please refer to the *GFWC In-Kind Donation Guide* for an estimated value of commonly donated items at **www.GFWC.org**.

**Dollars Spent** are costs incurred by members, clubs, or State Federations to achieve Advancement Area goals.

**Dollars Raised** reflects the dollars earned from fundraising and development programs and projects.



		Number of Projects	Volunteer Hours	Dollars Donated	In-Kind Donations
<b>GFWC SPECIAL PROGRAMS</b>					
GFWC SIGNATURE PROGRAM: DOMESTIC VIOLENCE AWARENESS AND PREVENTION	Community Service Projects				
	Partnership Projects:				
	Prevent Child Abuse America				
GFWC JUNIORS' SPECIAL PROGRAM: ADVOCATES FOR CHILDREN	Community Service Projects				
	Partnership Projects:				
	March of Dimes				
	St. Jude Children's Research Hospital				
<b>GFWC COMMUNITY SERVICE PROGRAMS</b>					
ARTS	Community Service Projects				
CONSERVATION	Community Service Projects				
	Partnership Projects:				
	The Nature Generation				
EDUCATION	Community Service Projects				
	Partnership Projects:				
	Hugh O'Brian Youth Leadership				
HOME LIFE	Community Service Projects				
	Partnership Projects:				
	Canine Companions for Independence				
	Easterseals				
INTERNATIONAL OUTREACH	Community Service Projects				
	Partnership Projects:				
	Heifer International				
	Operation Smile				
	United Nations Foundation (Shot@Life Campaign)				
	U.S. Fund for UNICEF				
PUBLIC ISSUES	Community Service Projects				
	Partnership Projects:				
	Sew Much Comfort				
	USO				



**GENERAL FEDERATION  
of WOMEN'S CLUBS**

# State Statistical Form

	Number of Projects	Volunteer Hours	Dollars Spent
<b>GFWC ADVANCEMENT AREAS</b>			
COMMUNICATIONS AND PUBLIC RELATIONS			
LEADERSHIP			
LEGISLATION/PUBLIC POLICY			
MEMBERSHIP			

	Number of Projects	Volunteer Hours	Dollars Raised
<b>FUNDRAISING &amp; DEVELOPMENT</b>			
<b>Endorsed Fundraiser Projects</b>			
	Flower Power		
	Terri Lynn, Inc.		

	Number of Projects	Volunteer Hours	Dollars Donated	In-Kind Donations
<b>WOMEN'S HISTORY RESOURCE CENTER</b>				

	Volunteer Hours	Books Read
<b>EPSILON SIGMA OMICRON (ESO)</b>		

We are continually working to develop partnerships with organizations whose mission and scope of work are germane to GFWC. This form will be updated as Special Program, Community Service Program, and Endorsed Fundraiser partner agreements are finalized.

**Please return form to: [Programs@GFWC.org](mailto:Programs@GFWC.org) and [Marian.StClair@gmail.com](mailto:Marian.StClair@gmail.com)**

-or-

GFWC  
Attn: Programs Department  
1734 N Street NW  
Washington, DC 20036-2990

-and-  
Marian St.Clair, GFWC First Vice President  
357 Riverside Drive  
Greenville, SC 29605

**Deadline: March 15, 2017**



**GENERAL FEDERATION  
of WOMEN'S CLUBS**

**STATE AWARD ENTRY COVER SHEET  
2016 REPORTING YEAR**

<b>Prepared by:</b> Name:		State Federation:
State Position:		
Address:		
City:	State:	Zip:
Email:	Phone:	
_____ <b>Name of GFWC Special Program, Community Service Program, Advancement Area, or ESO</b>		

**STATE AWARD ENTRY:**

Entries may be no more than three (3) pages single spaced (excluding cover sheet) and include:

- Up to two (2) pages describing no more than ten (10) specific projects completed by clubs that have made the most impact in a community or club. Include information that describes the "who, what, when, where, how, and why" of the project as well as pertinent statistics for that project.
- One (1) additional page, single spaced, describing the activities at the State Federation level initiated and organized by the State Federation/State Chairman.

**Submit** the award entry to the appropriate GFWC Special Program, Community Service Program, or Advancement Area Chairman as noted on the first page of the appropriate section of the *Club Manual* no later than **March 15, 2017** with:

- Cover sheet
- Up to two (2) pages describing no more than ten (10) club projects
- One (1) page describing State Federation activities

**Note:** State Federations are responsible for keeping a copy for their records.



**GENERAL FEDERATION  
of WOMEN'S CLUBS**

**CLUB CREATIVITY AWARD ENTRY COVER SHEET  
2016 REPORTING YEAR**

<b>Prepared by:</b> Name:		State Federation:
State Position:		
Address:		
City:	State:	Zip:
Email:	Phone:	
_____ <b>Name of GFWC Special Program, Community Service Program, Advancement Area, or ESO</b>		

Club President Contact Information			
Club Name:		Club President's Name:	
Club President's Email:		Club President's Phone:	
Club City:	Club State:	Zip:	

**\$50 CLUB CREATIVITY AWARD ENTRY:**

Send a one (1) page narrative of the most creative project by one club from your State for consideration of the \$50 creativity award (this is judged separately and may also be part of the ten (10) projects listed on the State Federation entry form):

- Judging based on creativity of the project
- State Chairman is responsible for completing Club Entry Cover Sheet and attaching it to the narrative

**Submit** the award entry to the appropriate GFWC Special Program, Community Service Program, or Advancement Area Chairman as noted on the first page of the appropriate section of the *Club Manual* no later than **March 15, 2017** with:

- Cover Sheet
- One (1) page narrative on most creative project

**Note:** State Federations are responsible for keeping a copy for their records.