

GET

READY

# for Builders Club awards and contests!

Prepare to honor officers, advisors and your club's accomplishments. And let members' talents shine through contests. Planning makes it easy and fun! Here's what you need to know.

## What awards and contests are available for Builders Clubs?

### AWARDS (due April 1)

Distinguished or Honor Club  
Distinguished Advisor  
Distinguished Officer  
Single Service Project

### CONTESTS (due April 1)

Speech  
Poster  
Scrapbook  
Video



## What should I know before getting started?

- All award descriptions, rules and judging criteria are included in the Builders Club Awards and Contests Guide, which can be downloaded at [buildersclub.org/awardsandcontests](http://buildersclub.org/awardsandcontests).
- The annual achievement report requires images and copies of club work, so plan to gather information from the year.
- **A nominator can nominate only one advisor and one officer for the distinguished advisor or officer awards.** Other people in — or connected to — your club can nominate the club's other advisors and officers.
- Gather a signed photo release for everyone appearing in images or videos you are submitting with your annual achievement report, advisor and officer nominations or contest entries. The Photograph Release Consent Form is on page 31 of the **Builders Club Advisor Toolkit**.
- **List or say only the first names of officers and members in your speech, video, scrapbook and poster entries.** Provide *the full name* of an officer or member only on the entry or nomination form. This is for the safety and privacy of your members.
- If you have music in your video, scrapbook or speech, use only copyright-free music. You can find copyright-free music, at no charge, at **free-stock-music.com**.

## How to get started

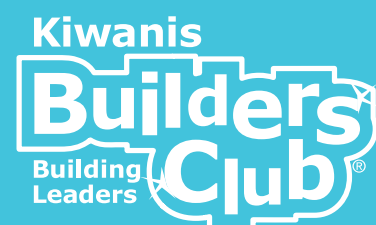
1. Visit **buildersclub.org/awardsandcontests** to download and read the Builders Club Awards and Contests Guide. Review award descriptions, rules and judging criteria with club officers and members after the beginning of the service year.
2. Make sure club officers and members know how to find the distinguished officer and distinguished advisor online forms and the Awards and Contests Guide so they can submit a nomination entry on their own.
3. Decide which awards and contests the club will participate in this year.
4. Appoint officers, members or an Awards and Contests Committee to: (a) photograph and gather flyers and other evidence of the club's service projects, officer leadership and other topics covered in the annual achievement report; (b) complete and submit the annual achievement report online form with the help of the faculty advisor; and (c) submit online contest entries with the help of the advisor.
5. Develop a plan and add preparation time. This will allow members or the committee to work on the annual achievement report and contests your club will participate in.
6. Put the Builders Club awards and contest deadline of **midnight Eastern Time, April 1**, on the club's calendar. Plan to submit your entries during the last two weeks of March to allow time for questions or any technical issues. **No late entries will be accepted.**
7. Watch for the Builders Club newsletter in your email inbox in mid-January; it will contain helpful articles about applying for awards and contests.
8. Register at **buildersclub.org/advisors** for the virtual Builders Club Advisor Chat about awards, which will be held in January.

**If you have questions, email**  
**[buildersclub@kiwanis.org](mailto:buildersclub@kiwanis.org).**



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