

**New Mexico Garden Clubs, Inc.**

**AWARDS**  
**HANDBOOK**



**October 2021 Revision**

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## **INSTRUCTIONS TO DISTRICT & STATE CHAIRMEN**

1. All Award applications must be received by the specific chairman by February 1st. Exception is that Flower Show Schedule Award applications, which are due by December 15.
2. Choose a team of three qualified persons to judge the award under your chairmanship, using the Standard System of Awarding: One FIRST, one SECOND, one THIRD, and Honorable Mention. Write a summary of your findings after judging.
3. Chairmen need to send summary of findings, all applications, booklets, and Standard of Excellence to the State Awards Chairman by March 1<sup>st</sup> or earlier, if possible. No Exceptions.
4. Keep copies of your finding's summary, in case of loss.
5. Use the scale of points listed in the Awards Handbook, if applicable to your particular award. Otherwise, use criteria listed under the award.
6. All applications, booklets, yearbooks, and Standard of Excellence must be received by the State Awards Chairman by March 1st in order to be included in the Club Awards Packets. This is required for winners to receive funding. Holding any documents after this date will result in loss of funding for clubs.
7. Any State Chairman, who will not be available during the judging time, needs to select a panel to assist with judging. Give applications to them and transfer the responsibility for getting applications to the State Awards Chairman. Do not hold applications past the March 1st deadline.

## **INSTRUCTIONS FOR DONATIONS AND MONETARY AWARDS**

1. Donors of awards will be listed in the "New Mexico Gardener" & Annual Awards Book.
2. All annual donors' funds must be received by the State Treasurer no later than **February 1<sup>st</sup>** of the FIRST year of a NMGC, Inc., administration.
3. State Awards Chairman will solicit donations.
4. All award checks must be cashed within 90 days.
5. Any award money unused after two years will be retained in an awards fund.

## **APPLICATION REQUIREMENTS AND GUIDELINES**

All applications must be received by the appropriate State Chairman by **February 1<sup>st</sup>**. Exceptions are for Flower Show Schedule Awards, which are due by December 15. State Chairmen reports must be received by the State Awards Chairman by **March 1<sup>st</sup>**. Applications may be submitted electronically or by hardcopy where applicable.

### **THE FOLLOWING APPLIES TO ALL AWARD APPLICATIONS:**

1. The Award period is the previous calendar year. (Jan.-Dec. 31, except where noted).
2. When application requires a report, be brief, be neat, and be concise. Maximum of 12 pages allowed.
3. Provide photographs of the project(s), if needed, preferably those which show action or tell a story. The minimum number of photographs for all awards – 6. The maximum number of photographs for all awards – 12.
4. Include letters or news clippings describing the work or activity.
5. If criteria are listed, follow what is required.
6. Follow the sample Entry Cover Page below precisely. Give number (#) of Club members as of December 31 of the preceding year.

#### **Example:**

**Title of Award**

**Individual Name:**

**Club Name:**

**Address:**

**Contact:**

**Contact Phone:**

**# Club Members \_\_\_\_\_ Club Class \_\_\_\_\_**

**Club Sizes:** Clubs are grouped by sizes called class categories in this handbook. Except where stated, clubs will be judged by the class size. The rationale is that clubs are judged against each other by size.

#### **Class Categories**

**Class I** 19 or fewer club members

**Class III** 31 – 49 club members

**Class II** 20 – 30 club members

**Class IV** 50 club members and up

# STANDARD OF EXCELLENCE

## Club Award

*This serves as an evaluative overview for your Club's program year.  
Program Year is January 1<sup>st</sup> through December 31<sup>st</sup>, annually*

CLUB NAME: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

# OF MEMBERS: \_\_\_\_\_ CLASS: \_\_\_\_\_ **TOTAL SCORE:** \_\_\_\_\_

### I. REQUIREMENTS:

1. Entries due to District Awards Chairman by February 1<sup>st</sup>.
2. Applications scoring 180 points or above will be forwarded by the District Awards Chairman to the State Awards Chairman by March 1<sup>st</sup>.
3. Include Entry Cover Page as directed on page 2.
4. Reproduce these pages to make this award application.
5. Be specific. Be brief. Furnish evidence when needed, within reason.

### II. AWARD: Certificate.

### III. CRITERIA and SCALE OF POINTS:

<b><u>CRITERIA</u></b>	<b>POINTS WORTH</b>	<b>YOUR POINTS</b>
1. Names, addresses, zip codes, phone numbers, and e-mail addresses of incoming officers submitted to State President and District Director by June 1 <sup>st</sup> .	10	
2. State and National dues and membership lists with complete addresses, zip codes, phone numbers, and e-mail addresses to 2nd Vice President (1 copy) by June 1 <sup>st</sup> .	5	
3. District dues and membership lists with complete addresses, zip codes, phone numbers, and e-mail addresses to District Treasurer (2 copies) by June 1 <sup>st</sup> .	5	
4. Report all additional new members, along with dues and information listed in Rule B, to 2nd Vice President throughout the year until February 1 <sup>st</sup> .	5	
5. Send or give 1 Club yearbook to State President and to District Director, by the Fall District meeting date.	5	
6. Send Club History to State President, District Director, and State Historian by February 1 <sup>st</sup> .	10	
7. Send Club President or Representative to State Convention, Spring District Meeting, Fall District Meeting. <i>30 possible points.</i>	10 points for each	
<b>Total points for Page 1</b>		

<b>STANDARD OF EXCELLENCE – Page 2.</b>			
8. Send list of Club members willing to serve in District and State Chairmanships to State President, District Director, and State Personnel Chairman by February 1st.	10		
9. Club support of a Tree Planting project. Tree may be any size. (Not to be confused with the Tree Award in this Awards Handbook)	10		
10. Invite State President to one club function. If they decline, points still given.	10		
11. Invite District Director to one club function. If they decline, points still given.	5		
12. For each new Garden Club member over previous year's membership as of December 31 <sup>st</sup> . (5 points for each member)	5 each		
13. Publish publicity (Attach sample with date and name of Venue)	5		
14. Number of Club functions open to the public. This means open to the public or members may bring a guest.	5		
15. Applied for National Awards	10		
16. Applied for Regional Awards	5		
17. Applied for State Awards	15		
18. Civic Project Sponsored or supported by the club, involving members. Each project can only be counted once and cannot be counted again under 35.	5		
19. Members Attending Flower Show School. 5 points each.	5		
20. Members Attending a Judges Symposium. 5 points each.	5		
21. Members attending Environmental School. 5 points each.	5		
22. Members attending Garden Study School. 5 points each.	5		
23. Members attending Landscape Design School. 5 points each.	5		
24. Accredited Flower Show Judges in the Club. 5 points each.	5		
25. State Officers in the club. 5 points each.	5		
26. State Chairmen in the Club. 5 points each.	5		
27. National Officers/Chairmen or Committee Members in the Club. 5 points each.	5		
28. Regional Officers/Chairmen or Committee Members in the Club. 5 points each.	5		
29. Any other project(s), such as books donated to a public library. 5 points each.	5		
30. Monetary Donations to National Headquarters. 5 points each	5		
<b>Total points for Page 2</b>			

<b>STANDARD OF EXCELLENCE – Page 3.</b>			
31. Monetary donations to the State. 5 points each	5		
32. Monetary donations to the State Awards Program. 5 points each	5		
33. Hold A Standard or Small Standard Flower show which is Judged by NGC Standards and Accredited Judges.	25		
34. Clubs working to support State, Regional or National Objectives with an activity, study or project.  <b>BE SPECIFIC.</b>  Each activity, study, or Project may be used ONLY ONCE. Listed below are projects for which State Chairmen are responsible. 5 Points for Each.			
a) Bees	5		
b) Bird Gardening	5		
c) Butterfly Gardening	5		
d) Blue Star Memorial	5		
e) Civic Development	5		
f) Environmental School	5		
g) Flower Show Schedule	5		
h) Flower Show School	5		
i) Food/Herb Gardening	5		
j) Garden Therapy	5		
k) Horticultural	5		
l) Habitat for Humanity	5		
m) Keep New Mexico Beautiful	5		
n) Landscape Design	5		
o) Life Membership (State/Regional/National)	5		
p) National Garden Week	5		
q) Penny Pines	5		
r) NGC President’s Project	5		
s) Publicity	5		
<b>for Page 3</b>	<b>Total points</b>		

<b>STANDARD OF EXCELLENCE – Page 4.</b>			
t) Recycling/Litter	5		
u) Roadside Beautification	5		
v) Scholarship	5		
w) Life Membership	5		
x) Smokey Bear Woodsy Owl Posters	5		
y) State President’s Project	5		
z) Trees/Shrubs	5		
aa) Water Conservation	5		
bb) Wildflowers/Native Plants	5		
cc) Youth Activities	5		
dd) Youth Poetry Contest	5		
ee) Youth Essay Contest	5		
ff) Junior Garden Club	5		
gg) Regional (SCR) Bird Drawing Contest	5		
hh) Regional (SCR) Recycling Sculpture Contest	5		
ii) Other	5		
35. Civic Development: Incentive grants projects, conservation projects and local beautification projects. 5 points each.	5		
36. Articles in the New Mexico Gardener. 10 points each.	10		
37. A club that is instrumental in establishing a New Adult Garden Club that meets NGC and NMGC Standards.	100		
<b>Total points for Page 4.</b>			

**POINTS TOTALS**

<b>Pg. 1</b>	<b>Pg. 2</b>	<b>Pg. 3</b>	<b>Pg. 4</b>	<b>Total Points</b>	
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# **BEGINNING DESIGNER**

## Individual Award

### **I. REQUIREMENTS:**

- A. Application to New Mexico Judges Council President by **February 1<sup>st</sup>**.
- B. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARD:**

- A. 1<sup>st</sup> Place Certificate for best design by a beginning designer.
- B. Entries will be judged by 3 NGC Accredited judges.
- C. Winning Photo will be duplicated in Annual Awards Book.

### **III. CRITERIA:**

- A. Submit your design photograph via email.
- B. Accompany your entry on a separate page with the following information:
  - C. Your Name and Address, Garden Club.
  - D. The design type.
  - E. The names of plant material and other components, if used.
  - F. Tell about the container. If you made it, explain how you created it.
- G. Any designer who has not won one of the following: the Tricolor Award, Award of Distinction, Designer's Choice Award, the Petite Award, Table Artistry Award, or Holiday Excellence Award may enter. Novice designers and those who have won blue ribbons may enter.
- H. You may enter a maximum of 1 design.
- I. Any type of design may be entered. Design type **MUST** be identified. Design must follow NGC, Inc., rules as contained in the most recent "Handbook for Flower Shows".
- J. The photo should not show ribbons, cards, or any other distracting items. A plain background is usually best, unless the background is part of the overall design.

# **BIRDS**

## Individual and/or Club Award

### **I. REQUIREMENTS:**

- A. Applications due to State Bird Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDLINES" on Page 2.

### **II. AWARD:**

1st, 2nd, 3rd, and H.M. place certificates awarded to Individuals, and in each Club category.

### **III. CRITERIA for INDIVIDUAL Award:**

- A. How many bird feeders are in your sanctuary?
- B. What kind of bird food is provided?
- C. Briefly describe habitat.
- D. What kind of nesting materials/houses do you provide?
- E. What bird song do you most enjoy?
- F. How is water provided?
- G. What causes you the greatest problems? Explain briefly
- H. Give the approximate size of your sanctuary.
- I. Include (6 or fewer) photographs of your sanctuary. List names of birds seen.
- J. What kind of bird is the most frequent visitor?

### **IV. CRITERIA for CLUB Award**

- A. How is water provided in the bird areas or sanctuaries?
- B. What kind of housing/nesting materials are provided?
- C. What different types of bird feed were provided?
- D. Estimate the amount of food used during the award period.
- E. How many bird areas/sanctuaries are included in this report?
- F. Estimate the longest distance between bird sanctuaries/areas.
- G. List birds regularly seen.
- H. Include a maximum of 6 photographs showing birds. Identify the birds.
- I. Was a Club program given about birds? Give Date.
- J. How many Club members participated?

# **BUTTERFLY GARDENING IN NEW MEXICO**

## Individual and/or Club Award

### **I. REQUIREMENTS:**

- A. Applications due to State Butterfly Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to the State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDLINES" on Page 2.

### **II. AWARD:**

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates awarded to Individuals, and in each Club category.

### **III. CRITERIA for INDIVIDUAL or CLUB AWARD:**

- A. With no more than 6 photographs, show evidence of butterflies and/or some phase of their development on plants.
- B. Give earliest dates when butterflies first seen.
- C. Name plants (with botanical names) to which butterflies are attracted in your yard/yards.
- D. For Club award, how many Club members are participating?
- E. Was a Club program given about butterflies? Give Yearbook program name and date.
- F. How are you protecting these beautiful garden creatures? Be brief.
- G. Have eggs, caterpillars, or chrysalis been found and identified by you or your members? Describe briefly.
- H. What success has the Club or Individual had in attracting more than one kind of butterfly?
- I. Name a few butterflies, giving names of host plants.

# **CERTIFICATE FOR MERITORIOUS ACHIEVEMENT**

Individual and/or Club Award

## **I. REQUIREMENTS:**

Requests must be received by State President by February 1st.  
Approved requests sent to State Awards Chairman by March 1st.

## **II. AWARD:** Certificate

## **III. CRITERIA:**

- Club(s) for outstanding contributions to NMGC, Inc.
- Individual(s) who contribute outstandingly to NMGC, Inc.

# **CIVIC DEVELOPMENT**

Club Award

*This award is for **NEW** landscape projects in public areas. Such areas include schools, civic buildings, hospitals, shopping areas, cemeteries, roadsides, historic sites, enhancement of parks, trails, small pocket gardens, street plantings. Etc.*

## **I. REQUIREMENTS:**

- A. Applications due to State Civic Development Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

## **II. AWARD:** 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. Place certificates awarded in each Club category.

## **III. SCALE OF POINTS:**

		Points
Scope of project	(50)	___
Suitability to needs of area	(20)	___
Member participation	(20)	___
Participation of other group(s)	(5)	___
Innovative aspects of projects	(5)	___

**Total points (100)** \_\_\_\_\_

# **CLUB HISTORY**

## Club Award

### **I. REQUIREMENTS:**

- A. Applications due to State Historian by **February 1<sup>st</sup>**.
- B. Judged applications due to State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARDS:**

1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates awarded in each Club category.

### **III. SCALE OF POINTS:**

Name of Club	1	
Year Founded	1	
Number of Members	1	
Officers Names	1	
Theme	<u>1</u>	
	Points (5)	___
Description of Projects	15	
Club Monthly Programs	15	
Flower Show	<u>15</u>	
	Points (45)	___
Club Awards	5	
Members' Achievements	5	
<u>The National Gardener</u>	5	
Publicity	5	
Other Club Activities	<u>5</u>	
	Points (25)	___
National Garden Club Week	5	
District/State/Region/NGC Participation	5	
Youth Participation	5	
Guidelines Conformance	5	
Meets Deadline	<u>5</u>	
	Points (25)	___
	<b>Total Points (100)</b>	___

# **DESIGN OF THE YEAR**

## Individual Award

### **I. REQUIREMENTS:**

A. Applications due to New Mexico Judges Council President by February 1st.

### **II. AWARD:**

A. "Design of the Year" Award presented by NM Judges Council, Inc.

B. Entries will be judged by 3 NGC Accredited judges.

C. Winning Design photograph will be duplicated in Annual Awards Book.

### **III. CRITERIA:**

A. Any member of a garden club belonging to NMGC, Inc., may submit entries. The design must be the work of the entering designer, and not previously entered for a NM Garden Clubs Design Of The Year.

B. Submit a photograph via email.

C. You may enter a maximum of 2 designs. Follow the rules for each entry.

D. Accompany each entry with a separate cover page on which is written:

- Your Name and Address, Garden Club.
- State title or theme of design.
- State design type.
- List the plant materials used.
- Describe container, accessories, and other pertinent information.

E. Any type of design may be entered, but design type MUST be identified. Design must follow NGC, Inc., rules as contained in the most recent "Handbook for Flower Shows".

F. The photo should not show ribbons, cards, or any other distracting items. A plain background is usually best, unless the background is part of the overall design.

# **FLOWER SHOW SCHEDULES**

## Club Award

### **I. REQUIREMENTS:**

- I. Applications due to State Flower Show Schedule Chairman by **December 15.**
- II. Judged applications due to State Awards Chairman by **January 15.**
- III. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARDS:**

- A. 1st, 2nd, 3rd, and H.M. place certificates in each Club category.
- B. Best Flower Show Schedule Award: Given for the most original schedule in the state.

### **III. CRITERIA:**

- A. Schedules will be divided into five classes for judging:
  - Class I. Standard Show staged by a single club.
  - Class II. Standard Show staged by two or more clubs.
  - Class III. Standard Home Show.
  - Class IV. Standard Specialized flower show, such as Holiday, Rose, Miniatures, etc.
  - Class V. Small Standard Show.
- B. Show must be staged during award year.
- C. Judge according to the "Handbook For Flower Shows" referred to as "Handbook" in the scale of points below.

### **IV. SCALE OF POINTS:** For all Classes

- |  | <u>Points</u> |
|--|---------------|
| A. THEME   | (10)___       |
| B. Suitable, imaginative, original, inspiring. Theme carried out in all divisions. |               |
| C. GENERAL INFORMATION   | (10)___       |
| <i>(Must be on schedule cover, or on first inside page. See "Handbook".)</i>       |               |
| 1. Name(s) of sponsoring Club(s).  |               |
| 2. Location: Building, address, city, state.                                       |               |
| 3. Date: Month, Day, Year.   |               |
| 4. Show Hours and admission, if any.   |               |
| 5. Theme.  |               |
| 6. State membership in NMGC, Inc. and NGC, Inc.                                    |               |

**Total Page 1 = \_\_\_**

**V. RULES FOR ALL DIVISIONS**

1. Emphasis throughout must be placed on fresh plant materials. (15)\_\_\_
2. Must have proper balance between horticulture and design exhibits, with at least as many horticulture classes as design classes.
3. Time judging will begin.
4. Time Entries will be received and removed.
5. Time Show is open to the public.

**VI. HORTICULTURE** (25) \_\_\_

1. Must have at least five (5) classes.
2. Correct terminology used for each flower or plant.
3. Seasonal plant materials at time of show prescribed.
4. Container will be provided for cut specimens.  
(If exhibitor must furnish, specify type, color, etc.)

**VII. DESIGN** (25)\_\_\_

1. Must have at least five (5) classes.
2. Titles of classes should be original and challenging.
3. Variety of classes, including some special designs such as tables, hanging designs, miniatures, etc.
4. Specify special staging, accessories, backgrounds, niches, pedestals, etc., allowed.

**VIII. SPECIAL EXHIBITS**

1. Two or more special exhibits included, such as educational exhibits, artistic crafts, youth and/or sponsored groups, etc. (See 2017 Handbook).

**IX. AWARDS**

1. NGC., Inc., top awards, if offered, must be specified in the schedule.
2. Must including a. Scale of points for designs and b. the reference to the scale of points in the "Handbook".
3. Local awards, sweepstakes, etc., available with rules governing them listed. Give formula for determining Sweepstakes.

Page 2 = \_\_\_

Page 1 = \_\_\_

**Total Points(100)** \_\_\_



# **FOOD GARDENING**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to State Food Gardening Chairman by February 1st.
- B. Judged applications due to State Awards Chairman by March 1st.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARD:**

- A. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates.

### **III. CRITERIA:**

- A. Give approximate size of food garden.
- B. Do you start any food plants from seed?
- C. What is the yield of the garden?
- D. Show fruit, vegetable, nuts, or berry gardens with no more than 12 photographs.
- E. List the plants grown in your garden (note new cultivars).
- F. F. What plant in your food garden presents the greatest challenge to grow?
- G. Of what you grow, what is your favorite?
- H. Is any food preservation done? How?
- I. What is done with your oversupply?
- J. Container gardens are acceptable.

# **GARDEN THERAPY**

## Club Award

*Garden Therapy is a program to enrich the lives of children or adults, which may include those who are challenged mentally or physically. There are as many ways to enhance the lives of others by plants, flowers, and garden clubbing as there are garden club members.*

### **I. REQUIREMENTS:**

- A. Applications due to State Garden Therapy Chairman by February 1st.
- B. Judged applications due to State Awards Chairman by March 1st.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.
- D. Application may include reports for more than one project in the same Year. Projects need to be separated and numbered: 1, 2, 3, etc.

### **II. AWARD:**

- A. 1st, 2nd, 3rd, and H.M. place certificates in each Club category.
- B. A monetary award may be given to the Club judged to have documented the most beneficial Garden Therapy Project.

### **III. CRITERIA:** What did your Club do to add cheer sometime during the year?

- A. Provide evidence of the following:
- B. Number of members participating in the project.
- C. Give dates: month, day, and year of each project.
- D. Number of times the project was done.
- E. Include newspaper clippings. If TV, or radio coverage, give date, time, and station.
- F. Give approximate numbers of citizens who benefited.
- G. If plants or other items were purchased, submit copies of bill(s)
- H. If the project was dividing, weeding, grooming, and/or general maintenance, document with no more than 6 photographs.
- I. Did the Club receive outside assistance with help or donations?
- J. Include copies of thank-you notes.

# **HORTICULTURIST OF THE YEAR**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to the State Awards Chairman by **February 1st.**
- B. Follow “APPLICATION REQUIREMENTS AND GUIDELINES” on Page 2.

### **II. AWARD:** The Horticulturist of the Year Award presented by NMGC, Inc.

### **III. WHO IS ELIGIBLE?**

- A. Any member of a garden club belonging to NMGC, Inc.
- B. A gardener who does one’s own gardening (spouses may assist).
- C. Any paid work must be listed in application.
- D. Any member who has NOT received this award in the last 10 years.

### **IV. TO BE INCLUDED IN APPLICATION:**

- A. List methods of any water conservation which you practice.
- B. Give approximate size of garden(s).
- C. Number of blue ribbons won in Standard Flower Shows or Plant Society shows in horticulture. Also, state number of shows entered. (No photographs needed.)
- D. Names, types, and numbers of plants in your garden: annuals, perennials, shrubs, trees, etc. Give both botanical and cultivar name.
- E. List types of gardens: perennials, rock gardens, herb gardens, patio plantings, fruit, and vegetable gardens, etc.
- F. What is the source of your plants and/or seeds?
- G. Describe how your garden looks during the year, in the Spring, Summer, Fall and Winter.
- H. H. Have you tried any new cultivars within this award time frame?
- I. I. For this award application include any food grown, listing cultivar names.
- J. Describe any plant breeding, such as vegetative propagation, grafting, or developing new varieties.
- K. Did you share your gardening knowledge with Club members, neighbors, Club programs, or others? Explain.
- L. Show your garden(s) with no more than 12 photographs.
- M. What plant is the greatest horticultural challenge in your garden, and why?

# **LITTER CONTROL AND RECYCLING**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to State Litter Control Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARD:**

- A. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates will be awarded to Individual.
- B. A monetary award may be given to the Individual documenting the most unique recycling project.

### **III. CRITERIA :**

- A. List type of project.
- B. Enclose publicity, from newspaper, poster, TV, and radio. (Give call letters of stations).
- C. Give approximate number of people who helped with the project(s).
- D. How much time was spent on the project(s) (people hours)?
- E. Where was the location of the project?
- F. How much litter was picked up? How many trash bags?
- G. What did you recycle from this litter?
- H. Give date and time of the project.
- I. Did businesses or people outside the garden club contribute in any way to the project? Comments.
- J. How was the non-recyclable litter disposed of?

# **LONGEVITY AWARD**

## Club Award

### **I. REQUIREMENTS:**

- A. This award is for a Club project that has been maintained by members for over 3 years. Most awards are for new projects. In contrast, this award gives recognition for the patience and dedication it takes to continue a program, or project, for many years.
- B. This may be a civic development type project for beautification or landscaping, yearly workshops to educate the public or help youth or the elderly or even fund-raising activities that bring garden club to the public eye. Does not include flower shows.
- C. Applications due to the First VP, NMGC, Inc., by February 1st.
- D. Judged applications due to State Awards Chairman by March 1st.
- E. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARDS:**

- A. 1st, 2nd, 3rd, and H.M. Certificates will be awarded in each Club category.
- B. A monetary award may be given.

### **III. CRITERIA:**

- A. Approximate date of beginning activity.
- B. Name of club and approximate number of members involved through the lifetime of the project (yearly average).
- C. Description of project activities through the years (additions, changes, etc.).
- D. Copies of any publicity or other public recognitions.
- E. Importance as to Historical, Environmental, Civic Beautification, Educational information, etc.
- F. Photos (beginning, on-going and present documentation) of project. No more than 12.

# **MEMBER OF THE YEAR**

## **I. REQUIREMENTS:**

- A. Applications due to State Awards Chairman by February 1st.
- B. Candidate must have been a member of a NMGC, Inc., Club for at least 5 years and for the year application is made.
- C. Applications are submitted on behalf of a garden club member and not by the member themselves. As this is a great honor, it is preferably a surprise to the recipient.
- D. Applicant must not have won this award previously.

## **II. AWARD:**

- A. "Member of the Year" award presented by NMGC, Inc.

## **III. CRITERIA:**

- A. CANDIDATE'S NAME IS NOT TO BE ON THE APPLICATION.**
- B. On a separate page, to be included with the application, List candidate's name, address, Club, and District, together with Club President's name, address, and phone number.

## **IV. SCALE OF POINTS:**

<b>A. Activity Prior to this Award Year</b>	<b>Point Value</b>	<b>Points Earned</b>
Previous Club offices, chairmanships, committee work at local, District, State, Regional, and National level, etc.	10	
Plant Societies - Membership in garden club related groups	5	
Outstanding contributions and achievements (garden club related). Include new ideas, public relations, educational programs, community service, etc.	10	
<b>SUBTOTAL of POINTS for ACTIVITIES</b>	<b>25</b>	

B. Garden Club related activities this Award Year	Point Value	Points Earned
Club flower shows: Participation in planning, working, exhibiting. List committees, approximate number of entries by candidate, and awards received.	5	
Exhibiting: Anything not previously listed. Other flower shows, educational exhibits, and horticulture or design displays for any public occasion.	5	
Educational programs given; Subject, date, occasion.	10	
Participation in other facets of garden club work: conservation, garden therapy, yearbook, club projects (BE SPECIFIC).	15	
Attendance and/or participation in any study or other means of increasing knowledge related to garden club work: flower show schools, environmental conferences, symposiums, plants society member, etc.	10	
Offices, chairmanships, committee work, attendance and/or participation at all levels.	10	
<b>SUBTOTAL of POINTS for GARDEN CLUB RELATED ACTIVITIES</b>	<b>65</b>	

C. SUMMARY	Point Value	Points Earned
Give a Summary of what the above efforts had upon the member's club community and State organization in 100 words or less.	10	

TOTALS	A.	B.	C.	100	
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## **MEMBERSHIP INCREASE**

Club Award

### **I. REQUIREMENTS:**

- A. The Club gaining the highest number of new members.
- B. Dues MUST be received by the State Treasurer.
- C. No application is necessary.
- D. Winner will be reported to the State Awards Chairman by 2nd Vice President.

### **II. AWARD:**

- A. Certificate.

## **MENTOR OF THE YEAR**

Individual Award chosen by NMGC President

### **I. REQUIREMENTS:**

- A. The recipient is chosen by the standing NMGC President.
- B. The award is given to the member of NM Garden Club that has shown themselves to be a “Mentor” to others by their actions as a trusted guide and teacher to all members – conveying their experience and expertise while increasing confidence, performance and leadership abilities in other members of NM Garden Clubs.



## **SCHOLARSHIP**

*This scholarship can only be award ONCE in an individual's lifetime.*

### **I. REQUIREMENTS:**

- A. Applicant must be studying Botany, Horticulture, or related fields in a New Mexico college/university.
- B. Application forms may be obtained from the college one attends, or from the State Scholarship Chairman.
- C. Application due to the STATE SCHOLARSHIP CHAIRMAN by **February 1<sup>st</sup>**.
- D. Application due to State President and District Directors for approval by March 1st.

### **I.AWARDS:**

- A. New Mexico Garden Clubs, Inc. provides scholarship funds of \$2500 per year to encourage the study of Botany, Horticulture, Environmental Science, Agriculture, Landscape Design or related fields.
- B Approval for scholarships is to be given by the District Directors, Scholarship Chairman, and President of NMGC, Inc.

# **PHOTOGRAPHIC PRINT OF THE YEAR**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to Photography Chairman by **February 1st.**
- B. Judged applications due to the State Awards Chairman by **March 1st.**
- C. A winning photograph may not be re-submitted.

### **II. AWARD:**

- A. 1st Place Certificate.
- B. Entries will be judged by qualified photographers.
- C. Winning entries will be duplicated in Annual Awards Book.

### **III. CRITERIA:**

- A. All photographs must be taken in the state of New Mexico.
- B. Submit a photograph electronically in the following categories:
  - 1) Landscape Scene
  - 2) Horticulture Specimen
  - 3) Wildlife
  - 4) Bird
  - 5) Insect
  - 6) Butterfly

**You may enter one photograph per category (6 total entries).**

- C. Accompany each entry with a cover page on which is written:
  - 1. Your name and address and the name of your Garden Club.
  - 2. Description of your photograph.
- D. Print should be sharp and clear, with proper focus and exposure, taking overall composition into consideration.

### **IV. SCALE OF POINTS:** For Judging Photographic Print of the Year:

		Points
Quality of Subject Matter	(20)	_____
Photographic Quality: Focus, Exposure	(80)	_____
	Total (100)	_____

## **SPECIAL ACHIEVEMENT AWARD**

**AWARD:** Silver Medallion, depicting the NMGC, Inc., Seal.

This award was begun in 1990 at the 41st State Convention. Twenty-three Silver Medallions were a gift from Dr. Thomas Todson and were presented to members who had made special contributions to NMGC, Inc. in the past. Medallions for the continuation of this Special Achievement Award from 1991-1999 were given by June Wood. One Gold Medallion (also donated by Mrs. Wood) was presented at the 51st Anniversary Convention in the year 2000 to the member deemed to have done the most for NMGC, Inc., during the years 1991 – 2000. The winner was chosen by a committee consisting of the NMGC, Inc., President, 1st Vice President and the NMGC Inc., Awards Chairman.

This award continued from 2001 to 2010 through the generosity of Sue Graves with one Silver Medallion awarded each year to a member who has made special contributions to NMGC, Inc. This Special Achievement Award is given at the Annual Convention. The winner will be chosen by the NMGC, Inc., President. Former State President, Colleen Hinker has continued the tradition of the Silver Medallion Award to 2020. Sally Warner, former, NMGC President, has generously provided for the Silver Medallion award to be continued, through the year 2030.

## **TREES**

### Club Award

#### **I. REQUIREMENTS:**

- A. Applications due to the State Tree Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to the State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow “APPLICATION REQUIREMENTS AND GUIDELINES” on Page 2.

#### **II. AWARDS:**

- A. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates.

#### **III. CRITERIA:**

- A. The Club and/or individual Club members collectively reporting the planting of trees or shrubs 3 ft., or taller during the current award year.
- B. The application must state the date, location and species of trees and shrubs planted.
- C. An accompanying photograph is required.

# **WATER CONSERVATION**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to State Water Conservation Chairman by **February 1<sup>st</sup>**.
- B. Judged applications due to State Awards Chairman by **March 1<sup>st</sup>**.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARD:**

- A. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates will be awarded.

### **III. CRITERIA:**

- A. Give botanical and cultivar names of 10 drought-tolerant plants growing in members'/individual's gardens.
- B. Describe any "grey water" collection systems being used by club members.
- C. Describe several ways in which individuals/clubs have saved water in their homes and/or businesses.
- D. What is the most creative way individuals/clubs have found to conserve water?
- E. Show ways developed for collecting water for supplemental use during a dry spell.
- F. Have you made a poster, written an article for the newspaper, or given a program for the public on water conservation? Explain briefly.
- G. Describe any rainwater capture system in use and report actual quantities stored during the year.
- H. Identify, geographically, your club's location in which specific New Mexico watershed.
- I. Describe any rain gaging equipment and reporting process currently in use.
- J. Describe a proposed rain gaging and reporting process that could be undertaken.

# **WILDFLOWERS AND NATIVE PLANTS**

## Individual Award

### **I. REQUIREMENTS:**

- A. Applications due to State Wildflowers Chairman by February 1st. B
- B. Judged applications due to State Awards Chairman by March 1st.
- C. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARDS:**

- A. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and H.M. place certificates will be awarded.

### **III. CRITERIA:**

- A. What is your favorite drought tolerant wildflower? What is your favorite source of wildflower seeds?
- B. What wildflowers in your garden do the butterflies or their caterpillars like? List the names.
- C. Show your garden, with no more than 12 photographs.
- D. Give the botanical/cultivar names of the plants in the photographs.
- E. What is the approximate size of your wildflower garden?
- F. What poses the greatest problem for you in growing wildflowers?
- G. How do you provide for supplemental water?
- H. What plant is the most prolific in your wildflower garden?
- I. What color do you prefer in your wildflower garden?
- J. What is the most difficult wildflower for you to grow?

# **YOUTH ACTIVITIES**

## **Club Award**

### **I. REQUIREMENTS:**

- A. Youth must be involved (up to 17 years of age).
- B. Applications due to State Youth Chairman by February 1st.
- C. Judged applications due to State Awards Chairman by March 1st.
- D. Follow "APPLICATION REQUIREMENTS AND GUIDELINES" on Page 2.

### **II. AWARD:**

- A. 1st, 2nd, 3rd, and H.M. Place certificates will be awarded in each Club category.
- B. Information on youth projects on other levels may be found in the "New Mexico Gardener", "The Communicator", and "The National Gardener" (September-October Issue in odd numbered years). Themes and deadlines change annually.

### **III. CRITERIA:**

- A. A. Include ages and numbers of children involved, as well as the number of adults helping. Also list the sponsors/donors.
- B. B. Location of site/sites of activity.
- C. Description of activity: what was taught/learned/helped by all.
- D. Before and after photos help tell the story (limit 12).

# **YOUTH HIGH SCHOOL ESSAY CONTEST**

## Individual Award

Essay contest is open to high school students attending 9th through 12th grades. A single member garden club, group of member clubs, councils, or districts must sponsor the contest. All entries become the property of New Mexico Garden Clubs, Inc.

### **REQUIREMENTS:**

- Club entries must be sent to the NMGC Youth Chairman by January 1.
- State Winners must be sent to Regional Chairman by February 1.

### **CRITERIA:**

- Sponsoring garden club and state garden club name must also be identified.
- Sponsoring garden club may be that of a grandparent.
- All entries become the property of New Mexico Garden Clubs, Inc.
- The length of the essay must be between 600-700 words; any essay that does not conform to the required length will be penalized.
- All entries must be typed or computer-generated and titled with the current theme.
- Essay must be in a format suitable for printing in NM Gardener.
- Include a page listing the name, address, phone number, email address, school attending and grade level, and a list of activities.
- Include the name of the sponsoring federated club(s) or council. Inclusion of a photograph of the student is optional.

### **SCALE Of POINTS:**

- Content: 65 points
  - Knowledge of subject (25)
  - Practicality of proposal (10)
  - Originality (15)
  - Organization of subject matter/clarity of presentation (15)
- Composition: 25 points
  - Vocabulary (15)
  - Conformance to length (10)
- Manuscript: 10 points
- **TOTAL 100 points**

# **YOUTH POETRY CONTEST**

## Individual Award

Excite and encourage our Youth to express and explore their creative thoughts through different types of poetry. NGC's Poetry Contest enables our Youth to embrace their creativity through the art of writing. Be imaginative and join the winners to see your poetry in a printed booklet.

### **Eligibility:**

- Special Education: Kindergarten through Ninth Grade.
- English as a second language: Kindergarten through Ninth Grade.
- General Education: Kindergarten through Ninth Grade.

### **REQUIREMENTS:**

- Club entries must be sent to the NMGC Youth Chairman by January 1.
- State Winners must be sent to Regional Chairman by February 1.
- Regional Winners must be sent to National Chairman by March 1.

### **CRITERIA:**

- All entries must be typed and titled
- Include name, address, age, grade, and school of participant on the back of entry.
- Sponsoring garden club and state garden club name must also be identified.
- Sponsoring garden club may be that of a grandparent.
- All entries become the property of NM Garden Clubs, Inc.
- Poems do not have to rhyme.
- Poems may be traditional verse, acrostics, blank verse, cinquains, diamond poems, limerick, or Haiku.
- The theme should not be used as the title to any poetry. When judging, the title is worth 10 points.

### **Scale of Points**

Title:	10%
Content:	40%
Creativity:	30%
Style:	20%
Total:	100%



## **NATIONAL GARDEN CLUBS, INC., AWARDS**

**All** National Garden Club, Inc., award applications **must** be made through the NMGC Inc., State Awards Chairman by **January 6th**.

Directions for the applications and award criteria are printed in the fall issue of "The National Gardener" in odd numbered years, and can also be accessed on line at <http://www.gardenclub.org/www.gardenclub.org>.

NMGC, Inc., and individual members may submit as many applications as criteria allows, but only one shipment (mailing) may be sent each year from this state.

**Deadline is very important. Don't miss it!**

## **SOUTH CENTRAL REGION AWARDS**

**All** South-Central Region adult and youth award applications **must** be made through the NMGC, Inc., Awards Chairman by **January 20**.

Directions for the applications and award criteria are printed in the fall issue of "The Communicator" in odd numbered years, and can also be accessed on line at <http://scrgardenclubs.org/scrgardenclubs.org>.

NMGC, Inc., and individual members may submit as many applications as criteria allows, but only one shipment (mailing) may be sent each year from this state.

**Deadline is very important. Don't miss it!**