



CNH | KEY CLUB

Member Recognition Program

CONTEST OVERVIEW

SUBMISSION DEADLINE

Contact your home club officer board. The Member Recognition Program requires your club to submit their winners.

It applies from April 1st, 2021 to February 5th, 2022. Keep in mind that submissions will be sent by the club earlier than this, so contact your club Secretary for more information.

The Member Recognition Program is judged on the club level to recognize as many outstanding members as possible. Personal submissions are NOT required for this contest as your club Secretary organizes it. All members recognized by the Member Recognition Program will be recognized by the CNH District.

1. Read the Member Recognition Program guidelines and rubric.
2. Complete all necessary rubric requirements.
3. Please contact your home club for more information regarding the deadline. Make sure your attendances and hours were recorded accurately. Your home club will submit their results.

MEMBER RECOGNITION PROGRAM GUIDELINES

RULES GOVERNING THE CNH MEMBER RECOGNITION PROGRAM

The CNH Member Recognition Program is designed to recognize a large number of dues-paid, Key Club members with a minimum of fifty (50) service hours who have also fulfilled other additional requirements expected of a member in the CNH District. Service Record hours are automatically transferred to the Member Recognition Program tab in the club Monthly Report Form.

- (1) **OVERVIEW:** The applicant does not have to, but may, hold an elected or appointed office during the District administrative year at the club, Division, District, or International level. "District administrative year" for service hours and events shall be defined as the period from April 1st, 2021 to February 5th, 2022.
- (2) All members achieving bronze status or higher will be recognized.
- (3) Members that qualify to be recognized can achieve four different levels: **Bronze, Silver, Gold, and Platinum.**
 - Bronze, Silver, and Gold winners will receive certificates and recognition at DCON.
 - Platinum winners will receive a medal and recognition at DCON.
- (4) **ELIGIBILITY:** Refer to page 3. Dues-paid status is a prerequisite to qualifying for any level of recognition. For each level of recognition, you must first fulfill service hour requirement. Next, you still have additional requirements to fulfill. On page 2, the additional requirements will be the events or actions you may do to fulfill the number of requirements needed. For example, Bronze requires 5 of 9 additional requirements. You must fulfill 5 of the 9 requirements below the bronze section. 2 Training Events, 3 Interclubs, 2 Division Events, 1 District Event, and 1 Article/Visual submitted would be **ONE** way to fulfill qualify for Bronze.
- (5) The home club is responsible for submitting their club's MRP winners. To ensure you are accounted for, you may check in on your club for the exact deadline and to ensure they submitted their MRP data to your Division Lieutenant Governor. The Lieutenant Governor then submits all of their Division's MRP data to the District. This will ensure all of our members will be recognized.
- (6) The decisions of the judges are final. No changes, alterations or re-grading will take place after the results have been certified by the judges and the Member Recognition Chair have certified the results.
- (7) **DUES-PAID:** In order to be eligible to apply for this contest, you must be a dues-paid club by December 1st.

CNH District Member Recognition Committee

Questions, Comments, Concerns?

Rachael Zheng | Member Recognition Chair | mr.chair@cnhkeyclub.org

FREQUENTLY ASKED QUESTIONS

1. Who is eligible?

Any dues paid member that has paid by December 1st from clubs in good standing throughout the Cali-Nev-Ha Key Club District is eligible. A member may not start counting service hours or other MRP requirements until their dues are paid. If you were already a dues paid member of Key Club in the previous year and are in good standing, you may count summer hours. Those who transfer schools may also have their hours transferred over to the new school that they attend.

2. When is the MRP applicable?

All Key Club sponsored activities held from April 1st, 2021 to February 5th, 2022 count towards the MRP award.

3. Do I need to submit anything for MRP?

The Member Recognition Program is recorded by your club Secretary, meaning they should be the ones keeping track of your MRP status. You do not need to submit anything yourself as a member, but make sure your club submits their club MRP data on time and accurately to your Division Lt. Governor.

4. How do I keep track of my MRP status?

It is recommended that you keep track of your own hours and events attended, even if your club already does it for you. Member Recognition Program is recorded on its respective tab in the club Secretary's Monthly Report Form.

5. Can a single event be counted within two different categories?

Yes. Some events fall under multiple categories. For example, if your club hosts a beach clean-up service project with your local Kiwanis Club, this would count towards both and "Kiwanis Event" and possibly "Interclub."

6. How do I determine how much money I've raised for MNT if I fundraised with my club?

If a member participates in a club fundraiser for the Eliminate Project, the amount that will go toward the member's "Lives Saved" section on the MRP will equal the total funds raised from the event (profit) divided by the number of members who participated in the fundraiser. That amount is counted as how much YOU fundraised, then you divide that number by \$1.80, because \$1.80 is the price for a vaccine to save a life. This remaining number is the number of lives saved from MNT.

MEMBER RECOGNITION PROGRAM RUBRIC

| Requirements | Bronze | Silver | Gold | Platinum |
|---|----------|-----------|-----------|-----------|
| Dues Paid | Yes | Yes | Yes | Yes |
| Service Hours | 50 hours | 100 hours | 150 hours | 200 hours |
| Additional Requirements | 5 of 9 | 6 of 9 | 9 of 13 | 10 of 13 |
| Training Events | 2 | 2 | 4 | 4 |
| Events with Kiwanis Family | 2 | 3 | 4 | 5 |
| Interclubs | 3 | 4 | 5 | 6 |
| Division Events | 2 | 3 | 4 | 5 |
| District Events | 1 | 1 | 2 | 2 |
| International Events | | | 1 | 1 |
| Articles/Visuals Submitted | 1 | 1 | 2 | 2 |
| Chair of an Event | 1 | 1 | 2 | 2 |
| Host Club/Division/Region/District Workshop | | | 1 | 1 |
| Club Committee Member | Yes | Yes | Yes | Yes |
| Division or District Committee Member | | | Yes | Yes |
| Club, Division, or District Leadership Position | | | Yes | Yes |
| Lives Saved From MNT | 3 | 20 | 50 | 100 |

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EXPLANATION OF MRP REQUIREMENTS

Dues Paid

Member has paid their dues to the District and to International. Reach out to your club Treasurer for more details.

Service Hours

All community service hours and events completed between April 1st, 2021 to February 5th, 2022 count for the MRP. A member must be dues paid before counting service hours.

Training Events

An event that helps in the retention, development, and education of new and old members. You may either host or attend the event.

Ex: Officer Training Conference, Region Training Conference, Key Leader, etc.

Kiwanis Family Event

The Kiwanis Family includes: Kiwanis, Circle K, Key Club, KIWIN'S, Aktion, Builders, and K-Kids. To count as a Kiwanis Family event, please refer to the "Interclub" section below for membership attendance requirements.

Ex: Attending a Kiwanis meeting, DCM, etc.

Interclub

Any event hosted by another Key Club or K-Family organization.

- If your club has 20 or fewer members, at least TWO members present from your Key Club and at least TWO members present from the other Kiwanis Family Organization.
- If your club has 21-30 members, at least THREE members present from your Key Club and at least THREE members present from the other Kiwanis Family Organization.
- If your club has 31 or more members, at least FOUR members present from your Key Club and at least FOUR members present from the other Kiwanis Family Organization.

Division Events

An event hosted by your Lieutenant Governor (LTG) for all the clubs in the division.

Ex: Division Council Meetings (DCM), division socials, service projects, banquets, etc.

District Events

An event that is organized and hosted by the District Board.

Ex: Fall Rally (North and South), District Convention (DCON), District Board Meetings, etc.

International (INT)

An event held for all Key Clubs.

Ex: International Convention (ICON)

Articles and Visuals Submissions

An article/visual or other item emailed to the Club Editor, which is sent to the District News Editor for use in District publications. It may also be an article submitted through the CyberKey for publication on the CyberKey - the article may not necessarily be utilized, but the author will still receive credit for submission.

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EXPLANATION OF MRP REQUIREMENTS

Chair an Event

The chair, or contact person, for a particular event. An event chair's duties vary by club. The chair is in charge of verifying the event is planned thoroughly and that everything is prepared. During the event, the chair acts as the contact person for the members and makes sure that the project runs smoothly.

Host a Club/Division/Region/District Workshop

The host, or co-host, of a workshop at a club, Division, Region, or District event. Workshop hosts will be verified by the event chair.

Ex: Hosting a workshop at a DCM, District Board Meeting, District Convention, etc.

Club Committee Member

Involvement in any committee within the club. The chair of the committee is also considered a member of the said committee.

Division or District Committee Member

Involvement in any District or Division committee. To receive credit for involvement in a committee, the member must attend 75% of all committee meetings, unless otherwise arranged with the chair. The member also must fulfill all responsibilities and commitments as put forth on the committee application. Chairs will verify member's involvement at the end of the term. Being on an International Committee also fulfills this requirement.

Club, Division, or District Leadership Position

A leadership position within a committee, club, Division, or District.

Ex: Executive officers, committee chairs, subcommittee chairs, task coordinators on the Division Leadership Team, CNH District Board members, etc.

Within this category, be sure to list your specific title (i.e. District Member Recognition Chair).

Lives Saved From MNT

The amount that will go toward the member's "Lives Saved" section on the MRP will equal the total funds raised from the event divided by the number of members who participated in the fundraiser.

Ex: For Trick or Treat for UNICEF, for every \$1.80 that a Key Clubber raised or donated, that counts as one life saved from MNT. That is because \$1.80 is the price for a vaccine to save a life. If I received \$10 in donations, I would divide that by \$1.80, so the number of lives saved would be 5.

Ex: If it is a group fundraiser that a member helps with, the total profit raised is divided by the total participants that helped run or plan the fundraiser. That amount is counted as how much you fundraised, then you divide by \$1.80 for the number of lives saved from MNT. If an event raised \$100, and 10 people helped plan or run the event, then each person raised \$10. Then, you divide \$10 by \$1.80, so each person saved 5 lives.

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