**AWARDS COMMITTEE**

The purpose of applying for awards is to gain recognition from the State, Region, and/or National Organizations to share knowledge, information, and resources with these larger groups across the country and to gain strength and influence with our own projects and goals. They ensure that the Garden Club is in compliance with the goals and requirements of the NGC. The Chair or Co-Chairs will use the most current WSFGC directory as a guide which is published every two years and acquired through the district or may be accessed online at the WSFGC web site.

The Chair or co-chairs of this committee are selected from Past Presidents and appointed by the President. The chair(s) may select committee members from the membership to assist her in fulfilling her responsibilities and collaborate with the board of directors.

The Chair(s) should be knowledgeable about awards for which application may be made by the club as a whole, as in Honor Club, individuals, or committees for their projects.

The responsibilities of the Award Committee are as follows:

* Assist committees in establishing goals by reviewing with them the awards for which they could apply and appropriate time lines for submitting the applications.
* Search for awards for which PAGC, committee, or individual projects may qualify. These award descriptions may be listed on the Committee Description filed on the Web Site.
* Prepare and send applications and supporting evidence to the appropriate State chairman by the deadline date shown in the most recent State Directory or Web site..
* It is assumed that each year the club will apply to WSFGC for an Honor Club Recognition. The Honor Club Application must be completed by April 1 and covers a 12 month calendar year (January through December). As the Honor Club application time frame sometimes involves two Executive Boards, it is recommended that all known information be collected and submitted to the board at the February board meeting and a final review of the application be presented at the March board meeting. By making this a collaborative effort by both executive boards, all our good deeds will receive their due acknowledgement.
* Forward a copy of the applications to the Web Master for entry on the web site.
* Prepare a written report to the board of the success of your efforts following the State Convention and when possible be prepared to do a show-and-tell at the June Luncheon when the other awards are presented. This is a celebration of our hard work and due to the length and number of awards, may be presented to the membership at the September meeting.