



## Judging Criteria and Score Sheet

### Purpose of the Award

- To stimulate each club to make member communications a priority focus of their club by demonstrating that the following information is included in their Yearbook. By following the guidelines set forth below, a club can be assured of foundational communication for club members.
- To recognize each club that achieves these goals on an annual basis.

### Evaluation Committee

A member of District Three will be appointed by the District Awards Coordinator to determine the club's eligibility for a certificate based on the judging criteria noted below.

### Awards

A certificate will be given to each club that meets the minimum criteria.

### Judging Criteria

Altrusa International of \_\_\_\_\_

**Eligibility: The yearbook submitted must be from the current club year.**

#### **Format/Usability**

- |  |       |
|--|-------|
| 1. Cover page includes official name of club | _____ |
| 2. Pleasing, neatly presented                | _____ |
| 3. Table of contents or index                | _____ |
| 4. Logical arrangement of materials          | _____ |
| 5. Readability                               | _____ |

#### **Club Information**

- |   |        |       |
|---|--------|-------|
| 1. Dates of organization and chartering | page # | _____ |
| 2. Club goals                           | page # | _____ |
| 3. Club calendar                        | page # | _____ |
| 4. Officers and Board of Directors      | page # | _____ |
| 5. Charter members                      | page # | _____ |
| 6. Past Presidents and dates served     | page # | _____ |



**ALTRUSA INTERNATIONAL DISTRICT THREE, INC.  
Todd Jordan Yearbook Recognition**

- 7. Committee chairs & committee members,  
listed by committee page #\_\_\_
- 8. List of club projects page #\_\_\_
- 9. Meeting dates, times and places page #\_\_\_
- 10. Club Website page #\_\_\_
- 11. Club Social Media pages page #\_\_\_
- 12. Roster of members, including home or business  
addresses, e-mail, year became an Altrusan  
and birthday page #\_\_\_
- 13. Space for adding new member information page #\_\_\_

**District Information**

- 1. URL of District Three website page #\_\_\_
- 2. List of District Officers, e-mail page #\_\_\_
- 3. List of District Committee Chairs, e-mail page #\_\_\_
- 4. Date & place of next District Three Conference page #\_\_\_
- 5. States comprising District Three page #\_\_\_
- 6. List of District Foundation members, including e-mail page #\_\_\_

**International Information**

- 1. URL of International website page #\_\_\_
- 2. Date & place of next International Convention page #\_\_\_
- 3. International office address, phone, e-mail page #\_\_\_

**Altrusa Information**

- 1. Responsibilities of Membership page #\_\_\_
- 2. Principles of Altrusa page #\_\_\_

Club President's Name \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

**SEND Completed Award to: [vicegovernordistrictthree@gmail.com](mailto:vicegovernordistrictthree@gmail.com)**  
*Email Confirmation of receipt will be sent, please contact me if you have not received one.*