



*Federated Garden Clubs
Of
New York State, Inc.*

AWARDS MANUAL

Revised 2026

Table of Contents

Topic	Page
Award rules	1
• Awards Year	
• Eligibility	
• Application form	
• Process for Applying and Deadlines	
Process	2
Deadlines	3
Awards	
• Achievement	3
• Civic Concern, Conservation & Environmental	
▪ Civic Concern Citation	4
▪ Civic Development	4
▪ Unsolicited Citation	4
▪ Conservation Citation	4
▪ Environmental Improvement or Education (CAR-SGC Environmental Concerns)	4
▪ Conservation Citation (CAR-SGC Environmental Concern)	4
▪ Land Trust/Nature Conservancy (CAR-SGC Environmental Concern)	4
▪ Litter and Recycling	4
• Educational	5
• Flower Show	6
• Horticulture Therapy/Garden Therapy	8
• Historic Preservation	9
• Horticulture	10
• Landscape Design	11
• Membership	11
• Perennial Bloom	12
• Publications, Promotion, Publicity, Public Relations	13
• Youth	15
Central Atlantic Region Awards	
• General Rules and Process	17
• CAR-SGC Awards	17
• National Awards with Regional Winners	17
Requirement for Preparing Book of Evidence	18
Guidelines for Publicity Press Book Award	18
Guidelines for Yearbook Award	19

PURPOSE

The awards program provides recognition for outstanding projects, activities, and people in accordance with promotion of the programs and objectives of the Federated Garden Clubs of New York State, Inc.

General Information About Awards

Please remember:

No individual, single member club or member clubs, Council, or Districts may make direct application to National Garden Clubs. All applications must be submitted by your State Chairman and must include the appropriated NGC Application Cover Sheet. Applications should not be sent in zip files or via thumb drives. Word or pdf documents preferred. Application Cover Sheets are posted in a fillable format on the NGC website under FORMS.

All applications with photos of people, including Youth under age 18, **MUST** have a signed Publications Release form for each person involved on file at NGC Headquarters. It is the responsibility of the applicant to see that these are sent in a timely manner. It is recommended that photographs NOT include people. See NGC Photo Release on Forms page.

Judges are not open hyperlinks embedded in any application with the exception of Membership Advancement & Education awards 1(Membership Awareness), 2 (Website), and 3. Digital Presentation).

AWARD RULES 2025-2027

1. **AWARDS YEAR:** January 1 to December 31 annually. This applies to all projects submitted with the application form. All awards may be presented annually, if merited. Any exceptions will be noted.
2. **ELIGIBILITY:** Only National Garden Clubs members are eligible to apply for NGC/CAR-SGC/FGCNYS awards unless otherwise stated in the award descriptions. Junior, Intermediate, High School Garden Clubs, and Individual Youth must be sponsored by a member garden club to be eligible for specific awards.
3. **APPLICATION FORMS:** NGC/CAR-SGC/FGCNYS have **NEW** application forms and procedures for applying for awards. The application form contains topics to be addressed along with any supporting photographs. If you feel your club is eligible for CAR-SGC or an NGC award, please submit the application along with the FGCNYS award application. See the Rules and Regulations on the Websites. www.Gardenclub.org, www.CAR-SGC.org, www.fgcny.com
 - There is a three (3) page limit, using only the front of the page.
 - Binders and vinyl sheet protectors are not allowed. (Except for Books of Evidence and Press Books.
 - Applications will not be returned. Exceptions noted.
 - Applications may be submitted electronically to the District/State Awards Chair. All CAR-SGC and NGC Awards must be sent to Betty Jessup, FGCNYS Awards Chairman along with a Record sheet of the applications sent.
4. **PROCESS FOR APPLYING AND DEADLINES:**
APPLICANTS:
 - Complete the application form. Submit the original form (3 pages only) to your District/State Awards Chair by the deadline set by your state. If submitting by mail, include original and one copy.
 - Keep one copy for your records.

- **YEARBOOKS** – Complete the necessary information on the FGCNYS and CAR-SGC applications. Send both applications, three (3) completed score sheets, and two (2) copies of the yearbooks that won first place in each class in the district to the FGCNYS yearbook chairman.
- **PUBLICITY PRESS BOOKS** – Complete the necessary information on the NGC Application Form. Do not answer the questions. Prepare a Book of Evidence. No limit on the number of pages. Submit to your State Awards Chair by deadline set by your state.
- **PUBLICATIONS:** Submit entry for #3, #12, or #13 in an envelope with one Application Form secured to the outside and one enclosed inside envelope if sending by mail. Electronic submissions permitted. Submit entries to your District/State Awards Chair by deadline set by your state.

PROCESS

1. Please read the List of Awards and requirements that your clubs may apply for during a calendar year from January 1st to December 31st. The list of awards is posted in the Awards Manual.
2. All correspondence is through the District Awards Chair.
3. All Applications along with Book of Evidence (Flower Show and Press Book Awards only) should be submitted first to the District Awards Chair who submits it. See each listed award for application and/or Book of Evidence.
4. Applications and Books of Evidence (Flower Show and Press Book Awards only) are sent by the District Awards Chair to the proper State Chair.
5. Requirements for application:
 - a. One completed and signed application form. Application forms can be obtained at the Federation/NGC/CAR-SGC web sites.
 - b. Official score sheet. These are available for your perusal from your District Awards Chair. *Score sheets **MUST** be used for every award to assure uniformity and accountability.*
 - c. Evaluation forms are prepared by judges who send them directly to the State Awards Chair
 - d. A complete Book of Evidence (Flower Show and Press Book only) is prepared by the club/applicant if required. *Check the rules.*
 - e. One application only is allowed for each project. Flower Shows, Flower Show Schedules, and Junior section of flower show are considered separate projects. The State Awards Chair may move the application to another award which is more appropriate for the applicant, but applications must be for ONE AWARD ONLY.
 - f. For Schedule awards [1] copy of the District entry scoring 1st place and 95% or above, one in each category, with application form is mailed to the state Chair. Three completed evaluation sheets, with judge's comments, are added by the District Award Chair. See websites for sample evaluation forms. All schedules become the property of FGCNYS.
6. National Garden Club [NGC] and Central Atlantic Region Awards [CAR-SGC] are available:
 - a. Suggested references to these awards appear after corresponding awards Descriptions herein.
7. Find requirements for the Educational Exhibits Division, especially the number required for a Flower Show, in the Handbook for Flower Shows, 2017 edition.
8. Standard System of Awarding will be used. This requires that there be one *First*, one *Second*, and one *Third*. There can be "**NO TIES**" in these awards. There may be one or more Honorable Mention Awards as merited.

DEADLINES

1. January 1 to December 31 is the award year.
2. 30 days prior to a show is the latest time to inform the District Awards Chair of the club's intent to hold a Standard Flower Show. Send it to the District Awards Chair:
 - a. Two [2] copies of the proposed schedule
 - b. List of Judges
3. September 1 is the deadline for the Club Awards Chair to notify the District Awards Chair of the number and type of awards she can expect from that Club, so she can plan for appropriate timing and judges at the district level.
4. October 1 is the deadline for sending completed project awards application and Book of Evidence (Flower Show and Pressbook only) to the District Awards Chair.
5. October 1 is the deadline for District Awards Chair to notify the State Awards Chair of the number and type of awards they can expect from that district, so they can plan for appropriate timing and judges.
6. November 1 is the deadline for District Awards Chair to submit District Applications and Book of Evidence (Flower Show and Press Book only), completed and judged, to the State Awards Chair.
7. December 15 is the deadline for applications for Flower Shows held after October 15 [*Schedules for these shows must be sent to the District Awards Chair by October 1st*]
8. Some special awards have other deadlines, as indicated in the award description, such as Publicity, Press Books, etc. **All Special Awards applications are sent to the current State Award Chairman for the award, not directly to the CAR-SGC or NGC awards Chair.**

ACHIEVEMENT AWARDS

Applications are sent to the District Awards Chair

1. NYS AWARDS OF EXCELLENCE: May be awarded to individuals, organizations, or institutions who have made significant contributions towards the advancement of the purpose of the State Federation and NGC which are of national and worldwide importance. Applicants need not necessarily be a Garden Club member.
 - a. Individual
 - b. Organization or Institution
2. NEW YORK STATE CITATION / WHITE ROSETTE: May be awarded for an outstanding project established for three [3] years or more and representative of the aims and purposes of the Federation.
 - a. A club
 - b. A group of clubs
 - c. A district
 - d. An individual member
3. SPECIAL ACHIEVEMENT CITATION: May be awarded for advancing an objective of the Federation which does not come under any other awards.
 - a. A club
 - b. A group of clubs
 - c. A district
 - d. An individual member
4. PRESIDENTIAL CITATIONS: Three [3] may be given at the sole discretion of the New York State Federation President. No application is needed.
5. ELEANOR CROSBY CLUB RECOGNITION: May be awarded to clubs for outstanding all-around achievement including community and environmental involvement. Awards will be presented at the State Spring Convention each year.

CAR-SGC Outstanding Achievement

CIVIC CONCERN, CONSERVATION & ENVIRONMENTAL AWARDS

Applications are sent to the District Awards Chair

6. CIVIC CONCERN CITATION: May be awarded to a club for a project that improves the community. A completed project or continuing project may be considered. Community involvement and impact on the community will be a major consideration.
 - a. Roadside Beautification
 - b. Youth Education
 - c. Work with Underprivileged and/or Handicapped
 - d. Historical Preservation, trails, gardens etc.
 - e. Pollution
 - f. Operation Wildflower
 - g. Solid Waste
 - h. Community Gardens
7. CIVIC DEVELOPMENT: Anything that improves the community that is not included above.
8. UNSOLICITED CITATION: May be awarded to organizations or institutions other than garden clubs for completed projects of Civic Improvement, Beautification, or Conservation. One award may be given in each District annually, if merited and recommended by the District Board.
9. CONSERVATION CITATION: May be awarded for an ongoing project of at least two [2] years' work in any area of conservation.
 - a. Single member
 - b. A club
 - c. A group of clubs
 - d. A district

CAR-SGC Environmental Concern

10. ENVIRONMENTAL IMPROVEMENT OR EDUCATION: May be for the club showing the most successful environmental improvement or educational Project.

Suggested projects include:

- a. Educational activity or display
- b. Working with legislation
- c. Natural resource development
- d. Energy awareness, etc.

Suggested subjects: water, air, land, wildlife, birds, trees, etc.

- a. A club
- b. A group of clubs
- c. A district

CAR-SGC Environmental Concern

11. CONSERVATION CITATION: May be awarded for educational or legislative activity in conservation, overall excellence and well-balanced year's conservation activities.

1. Outstanding conservation work by an individual member
2. Outstanding program of work in conservation by a club
 - a. A conservation field project
 - b. Natural resource development, such as watershed erosion, control reforestation, wildlife refuge, etc.

CAR-SGC Environmental Concern

12. LAND TRUST / NATURE CONSERVANCY

1. The State Land Trust Chair will contact clubs about current contests' information and any FGCNYS Award planned on a yearly basis.
2. Contributions are solicited for designated projects in each administration.

13. LITTER AND RECYCLING RECLAMATION: May be awarded for an outstanding anti-litter, reclamation, and/or recycling project.
 - a. A club
 - b. A group of clubs
14. WORLD GARDENING CITATIONS - No application is needed. This award is based on Office records.
 - a. Certificate to clubs for contributions of \$25.00 or more
 - b. Largest dollar increase in club contributions
 1. a district.
 - c. Largest dollar contribution:
 2. a club
 3. a district
15. NATIONAL GARDEN WEEK AWARD: May be given to a garden club(s) with the best overall promotion of National Garden Week, the first full week in June of each year.
 - a. A club
 - b. A group of clubs

EDUCATIONAL AWARDS

Applications are sent to the District Awards Chair

16. GARDEN INFORMATION CENTER CITATION: May be awarded for centers maintained by one or more FGCNYS clubs, which in proportion to size, have performed the greatest service to the community through informational resources, programs that include NGC objectives, community service, and cooperation with related organizations.
 - a. Large garden center
 - i. A club
 - ii. A group of clubs
 - b. A mini garden center
 - i. A club
 - ii. A group of clubs
17. EDUCATIONAL EXHIBIT CITATION: May be awarded for an outstanding educational exhibit by an individual member or members of a FGCNYS club. The exhibit must relate to NGC objectives and be designed to instruct. Application should include:
 1. Summary of the exhibit [impetus for the exhibit, where and when exhibit was displayed, number of people viewing the exhibit, concrete results of the exhibit, if known]
 2. Two (2) photographs may be electronically submitted.

The winning exhibit may be displayed at the Annual Meeting if space is available.

 - a. In a flower show
 - b. Other than a Flower Show

CAR-SGC Outstanding Educational Exhibit
18. MEMBER SCHOLARSHIPS: Available from FGCNYS, *one in each District each year*, for members who attend an approved FGCNYS school:
 - a. Flower Show
 - b. Horticulture
 - c. Landscape Design
 - d. Garden Studies
 - e. Environmental, etc.

Application is made in writing to the State Scholarship Chair by the Chair in each District designated by the District Director for this purpose.

FLOWER SHOW AWARDS

Applications are sent to the NYS Flower Show Chairman

***** EXCEPTION FOR ALL FLOWER SHOWS *****

Books of evidence may have a maximum of 20 pages [10 sheets]; title page and table of contents.

Show Schedule Citations:

- A. FLOWER SHOW SCHEDULE CITATIONS: May be awarded to the following categories:
 - i. A club
 - ii. A group of clubs
 - iii. A district
 - iv. A section, County, Council, etc.
 - v. A Judge's Council
 - vi. Affiliated Plant Society
 - B. FLOWER SHOW SCHEDULE CITATION:
Flower Show Award. May be awarded to:
 - a. A club
 - b. A group of clubs
 - C. HORTICULTURE or Design Specialty SHOW SCHEDULE: May be awarded to:
 - a. A club
 - b. A group of clubs
19. JANET BOWERS MEMORIAL CITATION: May be awarded to a club for its **FIRST** Standard Flower Show. Such a flower show must not be rated less than 85% by the evaluating judges, minimum of two [2] exhibits is required in the Educational Exhibits Division.
20. FLOWER SHOW CITATION: May be awarded to a show scoring 90% but not more than 94% in the categories below. See HB, Chapter for Educational Exhibits Division requirements, based on club size/membership, and Type of Show.
May be awarded to:
 - a. A club
 - b. A group of clubs
 - c. A district
 - d. A section, County, Council, etc.
 - e. A Judges Council
 - f. Affiliated Plant Society
21. FLOWER SHOW CITATION: May be awarded to a show scoring 95% or above. Winning clubs are not eligible the following year.
 - a. Fewer than 21 members-Shows must include one [1] or more educational exhibits and/or one [1] or more exhibits by youth or another sponsored group. One is required.
 - b. 21-49 members: Show must include two [2] or more educational exhibits and / or two [2] exhibits by youth or other sponsored groups, or any two [2] of the above.
 - c. 50-99 members: Show must include three [3] or more educational exhibits and / or three [3] exhibits by youth or another group, or any three [3] of the above.
 - d. 100 members or More: Show must include four [4] or more educational exhibits and / or four [4] exhibits by youth or other sponsored groups, or any four [4] of the above.
22. COUNCIL SHOW CITATION: May be awarded for a show scoring 95% or above. Winning Councils are not eligible the following year.
 - a. Council, Section, County, etc. Show:
Five [5] or more member clubs must exhibit in the show. Two [2] or more educational exhibits and one [1] or more youth and/or sponsored groups, or any three [3] of the above required.

- b. Judges' Council Show:
 - a. A judge's council
 - b. A group of judges' councils
 Two [2] or more educational exhibits and one [1] or more youth and/or sponsored groups, or any three [3] of the above are required.
- 23. PATRIOTIC SHOW CITATION: May be awarded for a show scoring 95% or above, sponsored by one [1] or more member garden clubs located near one another. The theme of the show MUST be patriotic in terms of the advancement of Americanism and feature the spirit of patriotic traditions. The flag of the United States of America shall be correctly and prominently displayed. Exhibitors SHALL NOT be limited to the use of patriotic colors in exhibits. The show schedule must specify requirements.
 - a. One member club; Requires Two [2] Special Exhibits
 - b. Two [2] or more member clubs; Requires Three [3] Special Exhibits
 - c. Council, district; Requires Three [3] Special Exhibits
- 24. HOLIDAY SHOW CITATION: May be awarded for a show scoring 95% or above, sponsored by one [1] member club or a group of garden clubs. The show must feature the *spirit of the holiday*. The show schedule must specify requirements.
 - a. One member club; Requires Two [2] Special Exhibits
 - b. Two [2] or more member clubs; Requires Three [3] Special Exhibits
- 25. DISTRICT SHOW CITATION: May be awarded for a show scoring 95% or above, sponsored by a district, all clubs participating must be member of FGCNYS. A minimum of 75% of the clubs must exhibit in the show. Two [2] or more educational exhibits and/or two [2] or more youth and/or sponsored groups, or any four [4] of the above are required.
 - a. District with fifteen [15] or less member garden clubs
 - b. District with sixteen [16] or more member garden clubs
- 26. NEAR CLUB SHOW CITATION: May be awarded for a show scoring 95% or above, sponsored by two [2] or more member clubs located near each other. Two [2] or more educational exhibits and one [1] or more youth and/or sponsored groups, or any three [3] of the above are required.
- 27. SHOW STAGED IN A PUBLIC BUILDING: May be awarded for a show scoring 95% or above, sponsored by one or more member garden clubs. The show must be staged in a public building, such as historically preserved home; museum; church; business district; shopping center; mall; housing development; county or state fair; furniture store; garden center; or other commercial public building. A tour of gardens may be included. Show may have a patriotic or holiday theme. Two [2] or more educational exhibits and one [1] or more youth and/or sponsored groups and any three [3] of the above are required.
 - a. One [1] member club
 - b. Two [2] or more member clubs
- 28. PLANT SOCIETY/MEMBER GARDEN CLUB CITATION: May be awarded to a member club and/or a plant society which is either a regular member club or affiliate member of FGCNYS and/or NGC. The show must fulfill the requirements for a Standard Flower Show, with the exception that the Horticulture Division may be judged by plant society specialized judges. The show should display the featured flower in an imaginative way. Plant Society shows are non-competitive. More than one may be sent to NGC. Minimum of one [1] Special Exhibit required. If a plant society and a member club or District participates, each may receive an award.
 - a. One [1] member club
 - b. Two [2] or more member clubs
- 31. PETITE STANDARD FLOWER SHOW CITATION: May be awarded for a show scoring 95% or above, sponsored by a club, group of clubs, or District for a show in which all design entries are small and/or miniature and all horticulture entries are dwarf varieties. The appropriate number of Special Exhibits based on membership size must be included with emphasis on miniatures:

- a. One [1] member club
 - b. Two [2] or more member clubs
 - c. Council or District
32. PEG KING MEMORIAL AWARD: May be given to the District with the largest percentage of Standard Flower Shows based on the number of clubs in the District. A District may receive this award once in five [5] years. All Show Schedules, signed by one of the officiating judges must be submitted with one [1] application form. Shows included are club shows, District shows, state and county fairs if planned by FGCNYS clubs and are standard in all other respects. Plant Society shows are not included.
33. PHOTOGRAPHY CITATION: May be awarded to an FGCNYS member for the best photograph of a design entry in a Standard Flower Show. The photograph shall become the property of FGCNYS. The application must list details of show, schedule, judging panel, list of plant material and design interpretation. Remove all ribbons before photographing. The photographer will be the applicant. The exhibitor receives credit for the design.
34. MAY WALTON FLOWER ARRANGER OF THE YEAR SILVER TRAY: May be awarded to an individual designer selected by a District Awards Committee. Criteria are to be selected by the District including that the design must have been entered in a Standard Flower Show and must have received a Tricolor Award and/or Designers Choice Award. The entry must include a photo of the design and a résumé describing it. This is a traveling award, to be presented to a different District each year in the order of 1 thru 10 beginning in the 1986 Award Year in District 1. An engraved silver tray will be presented at the Annual Meeting, beginning in 1987. The tray will be passed on to the next year's winner and eventually displayed in the FGCNYS Office. **The deadline for submission is January 1.**
35. PAULINE SHERWOOD PETITE DESIGNER OF THE YEAR SILVER TRAY: May be awarded to an individual designer selected by the State Awards Committee. The design must have been entered in a Small Standard, or Standard, or Standard Miniature Flower Show and must have received the Petite Award. The entry must include a photo of the design and a résumé describing it and a copy of the schedule, with class highlighted. This is an annual Award, presented to a different District each year in the order of 10-1 beginning in the 1999 Awards year in District 10. A small silver tray will be presented at the Annual Meeting yearly, the recipient to be the owner. The deadline for submission is January 1st . Tray to be sponsored by Jeanne T. Nelson
36. SMALL STANDARD FLOWER SHOW CITATION: May be awarded for a show scoring 95% or above. Must conform to the Revised 2017 National Garden Club's Handbook for Flower Shows. May be awarded to:
- a. A club
 - b. A group of clubs
37. HISTORIC SHOW CITATION: May be awarded for a show scoring 95% or above sponsored by one [1] or more member garden clubs. Two [2] or more educational exhibits and one [1] or more youth and/or sponsored groups, or any three [3] of the above are required.

HORTICULTURE THERAPY/GARDEN THERAPY

Applications are sent to the District Awards Chair

38. **HORTICULTURE THERAPY:** May be awarded for an outstanding program working with the physical or learning challenged in nursing homes, schools, prisons etc.
- a. Single member garden club
 - i. Small club
 - ii. Medium club
 - iii. Large club
 - b. Group of member clubs

- c. Individual Garden club member
- d. State Garden Club
 - i. Small State
 - ii. Medium State
 - iii. Large State

39. GARDEN THERAPY INVOLVEMENT CITATIONS

- A. **MARY PIRAINO GARDEN THERAPY TROPHY:** May be awarded to the club with the most patient or resident involvement in garden therapy, at the discretion of the State Garden Therapy Chairman and the State Awards Chairman. The application must include a record of meeting dates and number of residents or patients involved, signed by a supervisor at the facility along with a brief description of the program and appropriate photographs. Photographs may be electronically submitted. A club may not win in successive years.
- B. **CITATION:** May be awarded to facilities for patient involvement or work with a garden club, at the discretion of the State Garden Therapy Chairman and the State Awards Chairman. A single-page letter is necessary.

40. HORTICULTURE THERAPY GARDEN PROJECT: May be awarded for establishment of a garden/s to benefit the physically or learning challenged, residents in nursing home, school, prisons, low-income housing etc. Includes barrier free garden, accessible gardening, community garden, meditation garden at hospital, etc.

- A. Single member garden club
 - i. Small Club
 - ii. Medium Club
 - iii. Large Club
- B. Group of member clubs
- C. Individual garden club member
- D. State Garden Club
 - i. Small State
 - ii. Medium State
 - iii. Large State

HISTORIC PRESERVATION AWARDS

Applications are sent to the District Awards Chair

***Applications for Historical Decorations are mailed by Clubs to State Flower Show Chair Deadlines:
Intent to apply one [1] month prior to event.

Applications and Supporting Evidence: Between October and December is due January 5th.

All other holidays are due November 1

41. HISTORIC PRESERVATION CITATIONS: May be awarded to a member club or clubs for completion of a historic preservation project or importance to the heritage of a particular locality. A landscape designer's plan and/or architect's plan and the architects or designer's signature, as well as photos of before and after should be included:

- A. **CHURCH GARDENS:** May be awarded to an individual, an organization, a member garden club, group of member garden clubs that has promoted the planning and/or planting of a church, synagogue, or Temple Garden.
- B. **LANDSCAPE DESIGN:** May be awarded to a member garden club, or clubs, for the most significant contribution in providing and planting for one of the following completed projects: Church, Synagogue, Temple, Hospital, Civic Center, Park, Waterfront, etc.

CAR-SGC Violet S. Thoron Award

- C. **PRESERVATION OF BEAUTY:** May be awarded for the completion of historic preservation projects, such as the restoration of a park, a building and/or garden.
 - 1. Member club(s)
 - 2. Individual member
- D. **HISTORIC DECORATIONS:** May be awarded for tasteful distinctive holiday decorations of an historic building/mansion. Decorations are not required to be of the period of the building but should be creative, distinctive and harmonized with the style of the building. Designer's choice of all materials within purview of curator, official or owner of the building is required.
 - a. Single Member Garden Club
 - i. Small club
 - ii. Medium Club
 - iii. Large Club
 - b. Member clubs

HORTICULTURE AWARDS

Applications are sent to the Flower Show Chairman

- 42. **ALICE DOSCHER HORTICULTURE CITATION:** May be awarded to an individual of amateur or professional status for outstanding achievement of permanent importance in science, literature or practice of horticulture. The citation shall be presented only when the individual fully merits the honor it is designed to confer.
- 43. **EXCELLENCE IN HORTICULTURE CITATIONS:** May be awarded in the following categories:
 - 1. Flower Show Achievement / Section or Educational Exhibit:
 - a. A club
 - b. A group of clubs
 - c. A district
 - CAR-SGC Outstanding Educational Exhibit
 - 2. Outstanding educational project of horticultural interest:
 - a. A club
 - b. A group of clubs
 - c. A district
 - 3. Cooperation with a Horticulture or Plant Society in the furtherance of a Federation objective:
 - a. A club
 - b. A group of clubs
 - c. A district
 - 4. Developing an improved cultivar
 - 5. Outstanding class or Section of PERENNIALS in a Standard Flower Show
 DEADLINE JULY 15th. Application must include description, list of specimens with botanical names, clear photo showing staging, photos of top awards, if any. Must be of outstanding quality and contain at least twenty (20) specimens. Important are condition, staging, proper labeling and rarity. SHOWS AFTER JULY 1ST ARE ELIGIBLE FOR ENTRY IN THE FOLLOWING AWARD YEAR.

CAR-SGC Perennials Award
 - 6. Horticulture Show: one or more clubs, minimum of five [5] sections with at least three [3] specimens in each. Must have a schedule and Book of Evidence. Community participation a plus. Show must be judged by at least three [3] Accredited NGC Flower Show Judges and/or NYS Horticulture Judge. There are no CAR-SGC or NGC corresponding awards. Judging will be according to National Garden Club standards and guidelines.

44. **LILLIAN AREND HORTICULTURIST OF THE YEAR SILVER TRAY:** MaySp be awarded to a member selected by a District Awards Committee. This will be a traveling award to be presented to a different District each year in the order 10-1 beginning in the awards year of 1990 with District 10. The engraved tray will be presented at the Annual Meeting and be passed on accordingly each year. The deadline for submission is January 1st till 2020.
- 1) Horticulture exhibit must have been entered in a Standard Flower Show
 - 2) Horticulture exhibit must have won the Award of Horticulture Excellence
 - 3) Entry must include a photo of horticulture exhibit with proper naming as required by Flower Show Schedule. Photo may be electronically submitted.

LANDSCAPE DESIGN AWARDS

Applications are sent to the District Awards Chair

46. **EDITH DALZIEL LANDSCAPE DESIGN CITATION:** May be awarded to a member club or a group of clubs which has made the most significant contribution in providing planning and planting of a landscape project. Project might include landscaping of churches, synagogues, temples, memorial gardens, home grounds, school grounds, parks, roadsides, public buildings, libraries, hospitals, waterfronts, etc. Sketch of the landscape architect's plan should be included.
CAR-SGC Violet S. Thoron Award
47. **PROMOTING LANDSCAPE DESIGN AND/OR LANDSCAPE EDUCATION:** May be awarded to a member club or a District working with community officials on a beautification program, participation in community projects dealing with landscape design promotion, sponsoring slide lectures, garden walks, plant clinics, videos, etc.
CAR-SGC Violet S, Thoron Award
48. **BLUE STAR MEMORIAL HIGHWAY AND/OR BY-WAY CITATION:** May be awarded to a club, or group of clubs or District for the most outstanding completed Blue Star Memorial Highway landscape program. This program may have been continued for a number of years but must show the landscaping of a definite section of highway completed within the current awards year.
CAR-SGC Violet S. Thoron Award (District)

MEMBERSHIP AWARDS

Applications are sent to the District Awards Chair

49. **INCREASED MEMBERSHIP CITATION** [No application necessary, They are based on FGCNYS paid dues]
- a. May be awarded for the highest increased paid membership in the awards year [percentages will be based on previous awards year membership]
 - i. Greatest per capita increase
 - ii. Greatest percentage of increase
 - a. A club
 - b. A district
 - b. Citations to clubs with increase in membership during the awards year
 - c. Citation for new clubs and their sponsors
 - d. Recruiter of the Year Citation for promoting most per capita increase
50. **ANNIVERSARY CITATION:** Unsolicited citations presented at Spring Convention to clubs which have been members of FGCNYS for [no application necessary]
- a. 25 years
 - b. 50 years

- c. 60 years
- d. 65 years
- e. 70 years
- f. 75 years
- g. 80 years
- h. 80+ years

51. **INDIVIDUAL MEMBERSHIP COMMENDATION CITATIONS:** May be awarded to members of a club each year who have been long-time members and deserve recognition. Certificates can be ordered from NGC by club Presidents.

CAR-SGC AWARD

PERENNIAL BLOOM AWARD

Honoring Long-Time Garden Club Members

Many of our best-loved flowers are perennials that spring up afresh year after year, making an outstanding contribution to the beauty of our gardens. We, in our Garden Clubs, have been privileged to have long-time members who, like the faithful perennials in our gardens, have made our clubs grow and bloom with their continuous support of our goals and objectives. Serving as officers and Chairs over the years, their love of gardening has planted many a seed for garden club programs and events while their contagious, enthusiastic leadership has inspired members to nurture these seeds into successful bloom. In grateful appreciation for their years of support, this "Perennial Bloom" Award will be presented to them, and a tree or shrub is to be planted in their honor.

1. A club may give a "Perennial Bloom" Award to one or more than one of its members. However, only one member is to be selected to go on to the District Awards Committee for the Regional Award.
2. In addition to having a tree or flowering shrub planted in your member's honor at a site selected by the club, a "Perennial Bloom" Certificate may be presented.
3. Each District Awards Committee will send a member that they have chosen to the State Awards Committee by September 1.
4. The State Awards Committee will select one "Perennial Bloom" winner from the District candidates to go on to the Region by October 1.
5. Each state in the CAR-SGC Region is eligible to submit one "Perennial Bloom Award" winner to CAR-SGC for consideration as the final CAR-SGC "Golden Perennial Bloom" Award Recipient.
6. This award will be presented each year at the CAR-SGC Fall Conference

52. **AWARD OF HONOR:** Awarded to one member in each region whose volunteer efforts during a period of five or more years have made outstanding contributions to club and community, in one or more of the following areas: Civic Development, Horticulture Therapy, Youth Activities, Conservation, Landscape Design, Horticulture, Floral Design or All-Around Excellence.

Eligibility: Any member of a State Garden Club, not currently a member of the NGC Board of Directors February 1 Regional Deadline: State forwards one entry to CAR-SGC Awards Chair
Application to include

1. Name of State Federation and Region
2. Area(s) of nominee's outstanding contribution(s)
3. Name, complete mailing address and phone number of nominee
4. Name of nominee's garden club
5. Sponsoring club, including president's name and address
6. Brief summary of nominee's accomplishments
7. Supporting information to include:
 - a. Outline listing nominee's accomplishments (including offices/Chairships held).
 - b. Picture of nominee; may be sent electronically.

PUBLICATIONS, PROMOTION, PUBLICITY, PUBLIC RELATIONS

Applications are sent to the District Awards Chair

**** See Guidelines for Publicity Press Book Award ****

53. **PUBLICATIONS:** May be awarded in each category 1 through 4 for publications that are published at least three times per year under one editorship or management. Notices and flyers for one-time events do not apply. Newsletters: submit only three [3] sample issues and state number issues per year.

Categories:

- 1) Newsletter - one (1) 8 ½ X 11 or one (1)8½ X 14 sheet of paper
- 2) Newsletter or Magazine of 3 to 12 pages
- 3) Magazine or Bulletin of 13 to 24 pages
- 4) Magazine or Bulletin over 24 pages

Eligibility for Categories 1 through 4:

- a. Single member of garden club:
 - i. Small state
 - ii. Medium state
 - iii. Large state
- b. Group of member clubs
- c. State Garden Clubs
 - i. Small state
 - ii. Medium state
 - iii. Large state
- d. Affiliate
- e. International Affiliate
- f. Region

OTHER PUBLICATIONS, NOT PERIODICALS: May be awarded to the entry judged best in each category 1 through 7. Notices and flyers for one-time events are not eligible.

Categories:

- 1) Manuals, handbooks [examples; procedural duties of officers, awards]
- 2) Educational [examples: environmental, landscape, gardening, horticulture therapy]
- 3) Horticulture, design [example: judging, guide to exhibiting, floral design, and mechanics]
- 4) History
- 5) Membership, [example: brochure, leaflet]
- 6) Calendars
- 7) Website

Eligibility for Categories 1 through 5:

- a) Single member garden club
 - i. Small club
 - ii. Medium club
 - iii. Large club
- b) Group of clubs
- c) State garden club
 - i. Small club
 - ii. Medium club
 - iii. Large club
- d) Affiliate
- e) International Affiliate
- f) Region
 - i. A club

- ii. A group of clubs
- iii. A district
- iv. A council

LITERARY HORTICULTURAL INTEREST: May be awarded for a literary publication of horticultural interest written within the last three [3] years. Eligible publications include book, booklet, brochure, study course or other similar publications.

- a. Individual Garden club members
 - b. Affiliate
 - c. Individual Affiliate member
 - d. Individual IA members
54. VIDEO/CD: May be awarded for the best video or CD production on any NGC objective, e.g. Flower Shows, Flower arranging, Horticulture, Landscaping and gardens, Environmental Protection, Christmas Decorations, etc. Winning video will become the property of National Garden Clubs Inc, Member Services for use by member clubs.
- a. Single member club
 - i. Small club
 - ii. Medium club
 - iii. Large club
 - b. Group of member clubs
 - c. State garden club
 - i. Small state
 - ii. Medium state
 - iii. Large state
 - d. Affiliate
 - e. Region
55. NATIONAL GARDEN SUBSCRIPTION CITATION: May be awarded to the club with the largest number of new and/or renewed National Gardener subscription during the awards year. Clubs having 100% member subscriptions may receive National Garden Club recognition.
56. PUBLICITY PRESS BOOK CERTIFICATE: May be awarded to winning books of evidence exhibiting quality and diversity of coverage in the print media promoting garden clubs and NGC goals and objectives. ** See Guidelines in this manual For Publicity Press Book Award

** DEADLINES:

State: January 25

Regional: February 21

NGC: March 23

Categories:

- a. A club
 - b. A group of member clubs, councils, districts
 - c. Affiliated garden center
57. YEARBOOK CITATIONS: are awarded for the best yearbook in each class. Yearbooks may be entered for competition either on the calendar year or the club year. However, the same garden club may be entered only once. **Yearbooks are sent to the District Yearbook Chair. Submit one [1] copy before the District Deadline and two application forms ****

** See Guidelines on the websites For Yearbook Award **

Awards will be presented at the State Annual Meeting.

- a) Garden clubs:
 - i. Under 20 members
 - ii. 20 to 99 members
 - iii. 30 to 44 members
 - iv. 45 to 69 members

- v. v. 70 to 99 members
 - vi. vi. 100 to 299 members
 - vii. vii. 300 members and above
- b) Group of Member Clubs, Council, District

YOUTH AWARDS

Applications are sent to the District Awards Chair

57. YOUTH POETRY CONTEST: Eligibility; Special Education: Kindergarten through Ninth grade.
Basic Rules:

- a. Poems do not have to rhyme
 - b. Poems may be traditional verse, acrostics, blank verse, cinquains, diamond poems or Haiku
 - c. For further information on the rules contact the State Chair
- For the Year's Theme and deadlines contact the State Awards Chair.

58. SENIOR CLUB CITATION: May be awarded to the club or individual leader of a Junior Club, which contributes the most outstanding service towards the promotion of gardening among youth Junior, Intermediate, High School Gardeners or Sponsored Groups. This award may be given to one club in each District.

- i. Small
- ii. Medium
- iii. Large garden club
- iv. Individual Garden Club Member of Junior Garden Club

NGC # 60

59. NEW YORK STATE CITATION: May be awarded to a youth group sponsored by a FGCNYS Club having a well-rounded of activities representing the Federation. Requires the Youth Yearbook. The winning group will not be eligible the following year.

60. ALBERTA MAY HALE AWARD: May be awarded to a youth group(s) sponsored by FGCNYS club which has an All-Youth Standard Flower Show scoring 95% or above. May be in conjunction with an Adult Standard Flower Show, but with all SFS requirements on own. The senior club acts in an advisory capacity only. See HB page for scale of points.

- a. One Youth Club: One [1] Educational Exhibit
- b. Two [2] or more Youth Clubs: Two [2] Educational Exhibits

61. YOUTH FLOWER SHOW CITATION: May be awarded to a Youth Section of an adult Standard Flower Show which included a minimum of three [3] classes in Design, three [3] classes in Horticulture and two [2] Education Exhibits, and which scored 90% or above. The Senior Club assists in advisory capacity only.

62. ARBOR DAY CITATION: May be awarded for outstanding activity by Youth related to Arbor Day. Application must include newspaper clippings, letter of testimony, extent of planting, member participation, and account of planning, observance or commemoration.

63. YOUTH ACHIEVEMENT CITATION: May be awarded for outstanding achievement by a Youth Group in any/ all phases of Garden Club work not covered by other awards.

64. YOUTH COMMUNITY SERVICE CITATION: May be awarded to Youth which sponsors outstanding programs of service in any or all of the following: Yearbook required with application.

- a. Environmental Conservation [comprehensive program]
- b. Conservation [carried out successful conservation project]

65. YOUTH HORTICULTURE ACHIEVEMENT AWARD: May be awarded to a Junior Garden Club for outstanding Horticulture Activity and/or for most significant effort in planting and growing Horticulture in an outdoor area.

- a. Pre-school through 3rd grade
 - b. 4th through 6th grade
66. KAY HEASLEY SILVER BOWL FOR YOUTH: May be awarded to an individual who had submitted the most outstanding entry for a State Youth Award, upon recommendation of the State Youth Chair. The bowl will be awarded to the sponsoring club at the Fall Conference to be returned at the FGCNYS Board meeting the following June. A small replica will be presented to the winning child to keep; or if group of children, certificates will be given.
67. HIGH SCHOOL SPEECH AND ESSAY CONTESTS: Rules, Specific topics and Scale of Points outlined in **The National Gardener**; Topics change annually. Students must be sponsored by a FGCNYS club.

NGC and CAR-SGC Speech and Essay Contest

68. YOUTH SCHOLARSHIP: May be awarded in the following categories:
- a. FGCNYS scholarship is available for a college student studying garden related subjects.
All information and application on the State web site: fgcny.com or contact State Scholarship Chair.
 - b. CAR-SGC Student Scholarship is available.
Information on CAR-SGC web site car-sgc.org or contact State Scholarship Chair.
 - c. NGC Scholarships are available.
Information is presented in The National Gardener and is on NGC web site at gardenclub.org or contact State Scholarship Chair.

Applications can be downloaded from the State, CAR-SGC and NGC websites.

<http://www.gardenclub.org>

<http://fgcnys.com>

69. HIGH SCHOOL DISTINGUISHED SERVICE PROJECT AWARD and \$100.00 for First Place and \$50.00 for Second place may be awarded to a high school student, grade 9 through 12, for an outstanding civic project making a significant improvement for public benefit, e.g., environment, conservation, landscape, horticulture, recycling, horticulture therapy, etc. A single member club, group of member clubs, district or a state garden club must sponsor the contest.

NGC # 76

70. YOUTH YEARBOOK CITATIONS: May be awarded to the best Yearbook in each class. Yearbooks may be entered for competition in the calendar year or the club year. However, the same yearbook may be entered only once. It is recommended that applicants follow Yearbook rules and score sheets in the appendix. One [1] copy is sent with application.
71. SMOKEY BEAR / WOODSEY OWL ENVIRONMENTAL POSTER CITATIONS: May be awarded to First, Second, Third and Honorable Mention winners in each category of the contest. See gardenclub.org or The National Gardener, The News, or State Youth Chair for requirements, deadlines, etc.

72. POETRY CONTEST: subject, rules and deadlines are published in The News. Eligible:

- a. Juniors
- b. K through 6th
- c. Intermediate
- d. Grades 7th through 9th
- e. Special Ed

FGCNYS Deadline: April 30th

NGC and CAR-SGC Deadline: December 1st

73. NEW YORK SPECIAL YOUTH PROJECT CITATION: May be awarded to winner/s of the contest. All information concerning these projects for any given year is published in **The News** and is available from the FGCNYS Youth Chair. **Deadline is April 30th.**

**CENTRAL ATLANTIC REGION AWARDS
CAR-SGC
AWARDS TO INDIVIDUALS AND/OR FEDERATED CLUBS
GENERAL RULES**

1. The Central Atlantic Regional Awards Year shall be January 1 to December 31.
2. Applications shall be in the hands of the CAR-SGC Awards Chair, unless otherwise stated, no later than April 1.
3. Applications should have won a state award or be screened by the State Awards Committee to ensure high quality.
4. Applications sent for National consideration automatically are eliminated from competition for CAR-SGC awards.
5. No club may win the same award two years in succession. (Note: Rule does not apply to National Garden Clubs, Inc. Awards with Regional winners.)
6. Awards will be presented at the CAR-SGC Conference.
7. Limit of one entry per state per award or per size category (small, medium and large club category).
8. Note that CAR-SGC Categories of Club Size differ from those of NGC

Process

The State Awards Committee shall choose the applicants to be sent for CAR-SGC awards. The State Awards Chair will complete the CAR-SGC Application Form and send it to the CAR Awards Chair.

MONETARY AWARDS

Monetary awards sponsored by the Region may be subject to change depending on the financial status of the Region.

Awards Application Requirements:

1. Data should be brief, neat and concise and follow instructions on application.
2. Scales of Points (see Award)

**CENTRAL ATLANTIC REGION AWARDS
CAR-SGC**

CAR-SGC

- 1) Civic Development or Improvement Award
- 2) Environmental Concerns Award
- 3) The Violet S. Thoron Award for the promotion of Landscape Design
- 4) Outstanding Educational Exhibit Award
- 5) Outstanding Achievement Award
- 6) CAR-SGC Perennial Award
- 7) CAR-SGC Flower Show Award
- 8) Perennial Bloom Award (new award to honor long time members: see car-sgc.org) see page 23

National Awards with Regional Winners

- 1) Unified Regional Project Award
- 2) National Garden Club Publicity Press Book Award
- 3) National Garden Club High School Speech and Essay Contest
- 4) Poster Contest [Smokey Bear / Woodsy Owl]

- 5) Poetry Contest
- 6) CAR-SGC Certificate of Merit
- 7) Membership increase Certificate to a State Federation
- 8) Yearbook

Contact District Awards Chair for additional information and Scale of Points for specific awards.

REQUIREMENTS FOR PREPARING BOOK OF EVIDENCE

(Flower Show Awards and Press Book Awards only). Flower Show Awards can also be submitted in DVD or CD form. See Fall 2011 National Gardener of gardenclub.org.

- 1) Label on the outside cover:
 - i. Number and Name of NGC Award
 - ii. Category
 - iii. Name of Club/s
 - iv. City and State
- 2) Presentation: not to exceed twelve [10] pages [5 pages front and back]. The 10 pages may be enclosed in five [5] plastic sheet protectors, pages back-to-back. Material must be attached to pages, no loose materials. Use 8 ½ X 11” [inch] paper and enclose in report cover or two [2] pocket folders, no scrapbooks or oversize books. Exceptions are noted if applying for Flower Show Achievement Awards. Rules vary and a maximum of twenty [20] pages are allowed for Flower Show Achievement Awards.
- 3) Top of first page include number and name of NGC award, name of club/s, number of members on whom NGC and state dues are paid [regular, honorary, life, associates]
- 4) Written Text: concise; covers all requirements in award description and Scale of Points.
- 5) Records: photocopies are permitted; yearbook pages are not needed as documentation
- 6) **NO TITLE PAGE: No table of Contents. No Summary is needed as it appears on the NGC Awards Application Form and does not apply to Flower Show Citations Achievement Award.**
- 7) When the same project is eligible for various awards, submitting exact duplication of Book of Evidence is not acceptable.

GUIDELINES FOR PUBLICITY PRESS BOOK AWARD

No application forms are necessary

Submit directly to the State Publicity Press Book Chair. No limit on the number of pages. Application: NGC Applications Form with required information attached to the inside front cover. Stamped self-addressed envelope must be included for return of Publicity Press Book.

Categories:

- a) Club Size:
 - Small: under 29 members
 - Medium: 30 to 99 members
 - i. Large: Over 100 members
- b) Group of member clubs, councils, districts
- c) Affiliated Garden Centers

Requirements for preparing Publicity Press Book:

1. Label on the outside cover:
 - i. Number and name of NGC Award Category
 - ii. Category
 - iii. Name of club(s)
 - iv. City and State

2. Submit in report cover or folder 8 ½” X 11” or 9” X 12”. No heavy scrapbooks or oversized portfolios
3. Material must consist only of newspaper, magazine, newsletter or any printed publication clippings with the name and date of publication over article. Clear photocopies are permitted; reduced photocopies of large or lengthy articles are permitted. Downloading of published newspaper articles from the Internet is permitted.
4. Include table of contents.
5. Affix contents in chronological order January 1 through December 31.
6. Clippings evenly cut. No loose clippings permitted. Attractive order of placement.
7. Each published item must contain the name of the organization and/or individual(s) identified as a member of the organization. Underline first use of name of organization and/or members in each article.
8. Articles should include who, what, when, etc.; publicity should relate to organizations or individual projects and/or activities; promotion of NGC objectives

Scale of Points for NGC # 44

Presentation: 15 pts meets all requirements, neat

Quality: 40 pts articles well written; publicity related to projects and/or activities

Quantity: 25 pts articles for each month [take into consideration dark months], use of varied publications and media [Newspapers, magazines, newsletters, journals, etc.]

Diversity: 20 pts local, council, district, State, other

GUIDELINES FOR YEARBOOK AWARD

Complete the necessary information on the FGCNYS and CAR-SGC applications. Send both applications, three (3) completed score sheets, and two (2) copies of the yearbooks that won first place in each class in the district to the FGCNYS yearbook chairman. Send the completed packet to the FGCNYS Chair by the deadline set by your state. Selection of State/regional winners in each category will be made at the State/regional level. The yearbook winners in each category will be forwarded to CAR-SGC Chair. One yearbook for each size category (based on club membership) for each award may be submitted to CAR-SGC Chair. Garden Club applications shall be judged according to size determined by number of members on whom NGC and state dues are paid, including Active, Associate, Inactive, Honorary, etc.

1. under 20 members
2. 20-29 members
3. 30-44 members
4. 45-69 members
5. 70-99 members
6. 100-299 members
7. 300+ members

SCALE OF POINTS

Format	15
A. Book Structure	3
1. Practical, convenient size, durable, neat	
B. Arrangement of contents	
1. Cover: name of club, town, State, year (design optional)	2
If permanent binder cover is used, substitute with paper cover and include required information on cover and so note.	
2. Title Page: name of club, town, State, year, number of Members, affiliated organizations (district, State, region, NGC, other)	2

3. Subsequent pages (in any order most useful to members)	8
Club officers; club membership roster with complete mailing addresses and telephone numbers; names and addresses of NGC President, NGC Regional Director, State President, State District Director, Council President (if any); Calendar of events.	
C. Options: club's choice to include bylaws, fundraising, roll call.	0
NGC/Region/State themes; club theme, if used, should be evident throughout the book.	
Programs (Indicate if special interest club, Ex. Horticulture only, Design only, etc.)	50
Study on a variety of NGC Goals and Objectives such as: Birds, Blue Star Memorials, Butterflies, Civic Achievement, Conservation, Environment, Flower Shows, Floral Design, Historic Preservation, Horticulture, Horticulture Therapy, Landscape Design, Legislation, Litter Control, Roadside Beautification, US & World Gardens, Wildflowers, World Gardening, Youth, etc.	
1. At least seven meetings a year	3
2. Date, location/address, time of meeting	3
3. Speaker's name, qualifications (brief), program title	4
4. Programs, workshops, tours furthering NGC Goals & Objectives	40
give brief word description (lecture, slides, demonstration, hands-on workshop)	
a. Variety of program topics (theme not required)(12 pts.)	
b. Variety of styles of programs (lectures, slides, tours, etc.)(12 pts)	
c. Variety of speakers (specialists, members, panel, etc.) (12 pts.)	
d. Portion or full program explaining projects of NGC Pres.) (2 pts)	
e. Portion or full program on Member Services items (2 pts)	
Projects (judged upon scope of projects)	35
Projects involve actual membership participation that benefit the community and further NGC Goals and Objectives (does not include fund-raising or social activities)	
1. List Continuing and New Participating Project	15
2. Give a brief description of projects: location, how others benefit, how members are expected to participate, Chair, etc.	20
List donations: amount, in-kind donations, to whom, sale of state/NGC products (Vision of Beauty Calendars, state cookbook)	
	TOTAL
	100