



# South Carolina Family and Community Leaders

## Education Program Report Guidelines and Score Sheet

County \_\_\_\_\_

Judge \_\_\_\_\_

Each county may enter one Education Program Award Book. This book should include all the county 's programs, project events and activities for the previous year to include some or all of the educational categories. Use this form as a guideline in organizing the award book.

### Guidelines for judging:

#### A. STRUCTURE (0 - 25 points)

- Cover - Include the name of the county and district and year 0-3 points \_\_\_\_\_
- Front section to include name of contact, complete address, & phone 0-3 points \_\_\_\_\_
- Table Of Contents 0-2 points \_\_\_\_\_
- Education Program Report Form 0-6 points \_\_\_\_\_
- Collect & arrange records & material securely in appropriately sized cover 0-2 points \_\_\_\_\_
- Use 8 1/2 x 11-inch standard size paper, typed with double-spacing 0-2 points \_\_\_\_\_
- Use of index tabs/dividers 0-2 points \_\_\_\_\_
- Neatness 0-5 points \_\_\_\_\_

#### B. STORY (0 - 35 points)

- Not to exceed 5 pages 0-3 points \_\_\_\_\_
- 1. GOAL
  - What was your major goal? 0-5 points \_\_\_\_\_
  - What were your objectives to reach your goal? 0-5 points \_\_\_\_\_
  - Include community involvement 0-4 points \_\_\_\_\_
- 2. ACTION
  - What did members do to carry out these objectives? 0-5 points \_\_\_\_\_
  - What was the percentage of membership participating? 0-4 points \_\_\_\_\_
- 3. RESULTS
  - Did you reach your goal? 0-5 points \_\_\_\_\_
  - Summarize the number of county members participating, number of hours volunteered and actual dollars contributed and received 0-4 points \_\_\_\_\_

#### C. ARTIFACTS (0 - 40 points)

- 1. PHOTOGRAPHS – Judging quality not quantity
  - Not to exceed five pages of photographs that assist in telling the story 0-5 points \_\_\_\_\_
  - Photographs should be securely fastened and labeled to identify activity 0-5 points \_\_\_\_\_
  - Place on one side of the page only 0-5 points \_\_\_\_\_
- 2. PUBLICITY Copies are acceptable- Judging quality not quantity
  - Not to exceed five pages of activities related to the projects 0-5 points \_\_\_\_\_
  - Placed on one side of the page only 0-5 points \_\_\_\_\_
  - Attach the name of the communication and the date 0-5 points \_\_\_\_\_
  - With colored hi-liter, highlight name of county, club, or members 0-5 points \_\_\_\_\_
- 3. OTHER RELATED MATERIALS Judging quality not quantity
  - Up to three pages of letters, certificates, etc 0-5 points \_\_\_\_\_

**TOTAL 100 points** \_\_\_\_\_

### Point Eligibility

**Gold – 100 - 90 points**

**Silver – 89 - 80 points**

**Bronze – 79 - 70 points**

**Honorable Mention – less than 70 points**