



When deciding where to report a project, the first review the material listed below. Second download the new GFWC Florida Statistical Forms which are available under WOMEN/Downloads on the website. Read each area form completely (menu is across the bottom of the download). The 1<sup>st</sup> page of the Statistical Form has instructions as well as frequently asked questions. The following list is gleaned from past reports and is not necessarily a complete list. You may find the same project listed in more than one area. This is due to the choice of the club. Also please check under Women/Downloads for personal suggestion and Bulletin 1B from your current chairmen. Your final and most current reference is the GFWC Manual. Choose one or two of the departments where you might think the project should be reported. In the majority of the cases, that is where the project should be reported. However, in some cases, a secondary step is also needed. One must determine the clubs intent of the project. If you painted a mural on the wall of a pediatric ward in the hospital, did you do it to decorate the wall or to cheer up the patients? If you wanted to decorate the wall, the project would be reported in the Arts Department. If you wanted to cheer up the patients, you would report this in Home Life.

### **All GFWC Florida Reports**

The name, email addresses and a list of all who should receive a copy of the report GFWC Florida Chairman is actually listed on the individual new statistical form as well as in the GFWC Florida directory on the website. All projects should be reported to the appropriate chairman. On the newest forms, the specific GFWC Partners are listed on the new GFWC Florida CSP statistical forms.

***Remember double or cross reporting will be accepted ONLY in these areas:***

➤ ***Programs, Public Relations and Fund Raising.***

***Also remember that the projects reported must have been done during 2016***

### **Arts**

American Mural Project  
Art/Music Scholarships/ Art Shows/Exhibits/Galleries  
Artist in Residence Program  
Art awards for club and community members  
Bra Decorating Contest Participation & Support  
Performing Arts  
Club Arts and Crafts Classes and Workshops  
Club Table Decorations Chorus/Singing Groups Concert/Play/Ballet Sponsorship  
Collect musical instruments to donate to school and local youth bands or other programs  
Crafts Shows  
Creative Writing

Dance and music classes  
Decorate a Hospital Ward for Holidays  
Design a Card Contest Drama  
Donate tickets for others to attend cultural events  
Establish and support artist-in resident programs and artist speakers  
Flower Arranging  
Murals  
Murder Mystery Night Music  
Schools/Club/Other  
Musical Instrument Collection/Purchase  
National Music Week  
Opera-attend/support  
Paints in the Parks  
Participate in local art, dance, and/or music courses  
Photography Contests  
Promote local stage, screen, television and video festivals in your area

Scholarships for students studying  
arts/music  
Save our Sculpture  
Scenery for Theater Group  
Sing-a-longs  
Table Decorations (Club)  
Visit local galleries, exhibits, music festivals  
and dramatic events  
Volunteer as a docent at local historical  
landmarks, museums, galleries or other  
venues  
Window Painting  
Youth Art Month

### **Conservation**

Adopt an Animal  
Adopt a Garden  
Air and Water Quality  
**Alliance for Community Trees**  
Aluminum tab Collection (or under Home  
Life if for Ronald McDonald House)  
American Forest Global Relief  
American Rivers Program  
Animal Rescue and Management, ASPCA  
Backyard Conservation  
Beautician  
Bird Friendly Backyard  
Celebrate American Recycling Day on Nov  
15  
Climate Change Awareness and Projects  
Community Environment Assessments  
Community Gardens  
Donate Butterfly Kits  
Educate young people about the importance  
of natural resources  
Energy Awareness  
Energy Conservation Programs  
Environmental Issues  
Forest/Park Ranger Programs  
Friends of the Everglades  
Humane Society  
Inkjet Cartridge Recycling  
Investigation of carbon foot print programs  
Invite local experts to speak at club  
meetings  
Kind News Subscriptions  
National Audubon Society  
National Parks/ National Park Week  
National Registry of Trees  
National Resource Defense Council  
National Wildlife Federation  
NIKE-Reuse –a –Shoe Program

Park Ranger Programs  
Plant Native Species for beautification and  
restoration  
Recycling  
Resource Defense Council

### **Conservation-continued**

River Keeper Programs  
Save Our Streams Programs  
Urban Sprawl Awareness and Prevention  
Water and Soil Conservation  
Xeroscape Projects  
Adopt a Highway, Litter Clean-up  
America Forest Foundation  
American Forests Program  
America in Bloom Participation  
America the Beautiful Fund  
Arbor Day  
Audubon  
Backyard/school yard habitat  
Beach/River/Lake/Stream Cleanup  
Programs  
Beautification of Town Areas  
Brown Bag Earth Day  
Butterfly Gardens  
Cancelled Stamps—Audubon Society  
Community Clean-ups  
Community Gardens  
Education of Gardening and Tree Planting  
Earth Day Celebration  
Free Flower and Vegetable Seeds  
Gardens/Pond Tours  
Golden Broom Awards for businesses  
Graffiti Clean-up  
Graveyard Cleanup and Beautification  
Great America Clean-up  
Keep America Beautiful Projects  
KIND News Project/Kids and Kindness  
Litter Clean-up  
Master Gardener Projects  
National Arbor Day  
National Resource Restoration  
National NeighborWoods Month-October  
Organize recycling of  
paint/batteries/electronics  
Plant Trees Honor/Memorial  
Preserving Waterways  
Project Learning Tree Participation  
Remembrance Garden  
Serenity Garden  
Soil Conservation  
Tree Plantings/Sales  
Tree City USA

Wildflower Plantings  
Wildlife Protection  
Yard of the Month

## **Education**

Adult Literacy programs  
Books left in laundry mats to encourage reading  
Book Clubs/Discussions/Reviews  
Book Drive  
Book Donations/Book Memorial  
Books for Babies  
Books on Tape  
Box Tops for Education  
Boys/Girls Scouts/Clubs (or Leadership)  
Braille Work  
Campbell's Labels  
Children's Books on Tape  
Class Assistance/Volunteers  
Cradles to Crayons  
Educational Scholarships  
Elderhostel  
ESL/EFL  
ESO  
Family Reading  
Friends of the Library  
Head Start assistance/donations  
\*\*HOBY  
How to Use the Library Programs  
Lending Video Library/Club Library Card Signups  
Library Replenishment Fund  
Library Support/Donations/Craft Days  
Mentor/Student  
National Authors Day  
National Children's Book Week  
National Library Week  
National Scholarship Month  
Newspapers in Education  
PACE Center for Girls  
Presidential Freedom Scholarships  
Promote local authors  
Reading Groups  
Room to Read  
Scholarships  
Summer Reading Programs  
Take Stock in Children  
Adult Education Classes  
Adopt a Classroom

After School Action Kit  
After School Alliance  
After School Programs  
Backpack Project for Local Schools  
Box tops for Education  
Elderhostel (new name is "Exploritas")  
First Book  
Head Start Support Illiteracy Prevention  
Learning Disabled/Exceptional Education  
Lights on After School  
Literacy Day  
Literacy Volunteers of America  
Members' short story contest  
Members' poetry contest  
Reading Programs (Reading is Fundamental, Reading Across America)  
Spelling Bees  
Teacher Appreciation Week/Month  
Teen Read Week  
Tutoring/ GED/ESOL  
Youth Poetry Contest  
Youth Short Story Contest

## **Home Life**

Adopt-A-Family  
Adoption  
Adult Day Care  
Aluminum Tab Collection for Ronald McDonald House  
Alzheimer's support, symptoms, education  
Anti-Smoking Campaigns  
Annual Credit Reporting Awareness  
Anti-Bullying wear blue ribbons  
Arthritis  
Autism  
Babysitting Classes (or Public Issues)  
Big Sister/Big Brother (or Education)  
Birthday Bags for Sheltered  
Boggy Creek Camp  
Blood/Bone Marrow Drives  
Bra Decorating Contest (could also be Arts in the Community)  
Breast Cancer Awareness and Education  
Bootie and Preemie Hats for Newborns  
Braille Work for Visually Impaired  
Cancelled Stamps for Habitat for Humanity  
Canine Companions  
Capes 4 Heroes- superhero capes for children with life threatening medical conditions  
Clothing Drive

Community Food Bank of Florida  
Cancer/Relay for Life  
Cancer Scholarships (could also be  
Education in the Community)  
Clothing Drives  
Comfort Pillows  
Consumer Privacy Education  
CPR  
Credit Card Strategies  
Devotions/Inspirations Club  
Diabetes  
Disabled Persons Help/Support  
Displaced Persons/Homeless  
Dress for Success/Similar Organizations (or  
Domestic Violence)

### **Easter Seals**

Educate members on financial subjects  
Encourage Members to get free credit  
reports annually  
FICO scores  
Financial Planning  
Flu shot Clinics  
Food Donations for Local Food  
Foster children  
Gilda's Club  
Give Kids the World Orlando  
Gynecologic Cancer Awareness  
Health Fairs  
Health Forums  
Health Issues/Programs  
Heavenly Hats  
Healthy Self- Worth Awareness  
Heart Care/Month  
Heart Disease Education and Prevention  
Heart Pillows  
Homeless/Displaced Persons Assistance  
Hospitals, Clinic/Screening Immunizations  
Hunger in America Program  
Identity Theft Prevention  
Interfaith Hospitality Network

### **Inside Knowledge, Get the Facts about Gynecologic Cancer**

### **March of Dimes**

Meals on Wheels  
National Organization on disability  
National Wear Red Day (First Friday in  
February)  
New Eyes for the Needy  
Nursing Homes  
Nursing Scholarships  
Nutrition  
Organ Donor Programs  
Ovarian Cancer  
Pandemic Flu Awareness and Prevention

Pfishing scams  
Physical Fitness  
Project Linus  
Provide Wellness Information to members,  
community  
Read to Feed  
Red Cross  
Red Ribbon Campaign  
Relay for Life  
Retirement Planning  
\*Ronald McDonald House  
Social Security  
Share Our Strength Program  
Shingles Education  
Smoking  
Speaking of Pain Program  
Special Olympics  
Strength in Knowing programs  
Stroke Education and Prevention  
**The Heart Truth**  
Therapy Vests  
Wish Tree for the Needy  
Walking Programs  
Warm-up America  
Weight Loss Programs  
Wise Charity giving techniques

### **International Outreach**

Assist funding of international vaccines  
Cancelled Stamp Collection/ Foreign  
Countries  
Clowns without Borders  
Community Awareness Projects  
Cultural Exchange Doctors without Borders  
Ethnic Clubs or Groups  
Ethnic festivals Participation/Support  
Exchange Students/AFS  
Geography Bee Global Volunteers  
**Heifer Project International**  
HIV/AIDS awareness  
Human Trafficking  
International Cultural Programs  
International Organizations/Goods and  
Money  
International Day of Peace  
Legislation in Support of Human Rights  
Maternal Neonatal Tetanus Program  
Model UN  
Nothing But Nets for Prevention of Malaria  
Operation Christmas Child  
**Operation Smile International**  
Project Hope

Say No to Violence against Women  
Student Ambassadors/People to People  
UNIFEM  
United Nations Day (10/24)  
Educate Members about United Nations  
issues, programs, and activities  
World Food Day  
World Geography Essay Contest  
Youth Exchange Student Support  
Youth for Understanding Program  
**UNICEF - U.S. Fund for UNICEF**  
Selling UNICEF Pins for HIV Medication to  
pregnant women  
UNICEF Halloween Collection Boxes  
UNICEF HIV videos and programs  
UNICEF Mother's Day Greeting Cards  
**United Nations Foundation, Shot @Life-**  
United Nations Development Fund  
Water Sanitation in developing Countries

### *Public Issues*

AARP Safe Driving Program  
Amber Alerts  
Babysitting Classes Better Business Bureau  
BBQ for the Troops  
Bicycle Safety  
Bike Safety Helmets  
"Boatsie's Boxes" for deployed service  
personnel  
Bridging and Bonding :How can we Create  
Engaged Communities in a time of rapid  
change  
Bring a Vet to Lunch  
By the People Program (PBS Broadcasting)  
Candidate Night/Forums  
Cards to Military Members and their families  
Catalogue monuments at national  
cemeteries  
Cell Phone Donations to Military and  
families  
Child Safety and Booster Seats  
Code Adam  
Collect coupons for Military Families  
Consumer Product Safety Commission  
Crime Prevention Month DARE Program  
Disaster Preparedness  
Donations of clothing/personal items to  
veterans  
Donate Cell Phones to Police  
Driver Safety  
Emergency Preparedness

Help study for US Citizenship test  
Elections—Community/Governing  
Boards/Other Election Poll Workers  
FEMA  
Fingerprinting Children  
Fire Hydrant Awareness  
Fire Prevention  
Fire Safety Awareness  
Fire, Rescue, and Ambulance Services  
First Aid Classes  
Fisher House support  
Flags, Flag Etiquette, Purchase  
Gang Prevention  
Guardian Ad Litem  
Highway Safety Programs  
Historic District/ Preservation  
History Club  
Homeland Security Hurricane Preparedness  
Home for Our Troops Program support  
Honor Flight  
ICE (In Case of Emergency) Program  
International Human Rights Day (12/10)  
Internet Safety  
League of Women Voters  
Liberty Day  
MADD (Mothers Against Drunk Driving) and  
MAD DADS  
McGruff the Crime Dog  
Members Elected/appointed to public office  
Memorial Day observance  
Military Members/their families' Support  
National Anthem Project  
National Day of Remembrance- on  
Memorial Day at 3:00pm  
National D-Day Memorial  
National History Day  
National Woman's Hall of Fame  
National Women's History Month (March)  
New Citizens—Assist with  
Studying/Recognize  
National Center for Missing and Exploited  
Children  
National Crime Victims Week  
National Night Out  
National SAFEKIDS Campaign  
Operation Hug a Hero  
Operation Phone Home  
Operation Stand Down  
Oral Histories  
Patriotic Activities/Celebration/Singing  
Pledge of Allegiance  
Phone Cards to Military  
Playground Safety Product Recalls  
Project Graduation/Prom

Public Affairs Day  
 Recall Lists for Food and toys  
 Recognize/Honor Veterans  
 SADD  
 Safety Bicycle Rodeo  
 Safety and Crime Prevention  
 Seat Belt Usage  
 Self-Defense Programs  
 \*\*Sew Much Comfort  
 Shop with a Cop program  
 Smoke/Carbon Dioxide Detectors  
 Sponsor First Aid and CPR class  
 Spouse/Children care giver support of  
 deployed military  
 Stranger Danger  
 Stuffed Bears to Local Police/Blue Bears  
 Ten in Ten Project  
 Touch a Truck  
 Treats for our Troops... (food, clothing,  
 DVD/CD's, music, etc).  
 United States Savings Bonds Program  
**USO – United Service Organizations**  
 USO2GO  
 USO Warrior and Family Centers  
 Veterans Affairs  
 Visit VA nursing homes  
 Volunteer at VA Hospitals/Community care  
 Vote in Elections/Encourage future Voters  
 War Memorials  
 WHALE – We Have a Little Emergency  
 White House Project  
 WIMSA registrations  
 Women in Military Service for American  
 Memorial Foundation (WIMSA) – recognize  
 women veterans/those currently serving  
 Women's Veteran's Recognition Week

### *Domestic Violence - GF Signature*

#### *Project*

### **Observe Domestic Violence**

### **Prevention Month in October**

Adopt a Family  
 Adopt a Shelter  
 Amber Alert  
 Battered Women/Children's Shelters  
 Birthday Bags for Shelters  
 Candlelight Vigil

Cell Phone Donations to Domestic Abuse  
 Shelters  
 Cell Phone Donations to Domestic Abuse  
 Victims  
 Child Abuse Prevention  
 Coupons for Abuse Shelters  
 Child Abuse  
 Child Advocacy Support  
 Childhood Bullying Prevention  
 Child/ Domestic Abuse Shelters  
 Cut It Out Program Support  
 Dignity U Wear Program  
 Domestic Violence Hotlines  
 Dress for Success Programs  
 Family Violence Prevention  
 Grandparents Day Celebration  
 Guardian Ad Litem Programs Support  
 Hacienda Girls Ranch Support  
 Job Training at Shelters  
 Mother's Day Gift Drive for Shelters  
 National Crimes Victims' Rights Week-April  
 National Family Caregivers-November  
 National Financial Literacy Month-April  
 National Sexual Violence Month-April  
 Older Americans Month- May  
 Pajama Party  
 Pinwheels for Prevention  
 Prepaid Phone cards to Shelters  
**Prevent Child Abuse America**  
 Present Proclamation  
 Prevention Table Set up  
 Self Defense Programs  
 Shades of Purple Fashion Show  
 Success for Survivors Scholarships  
 Teen Dating Violence Awareness  
 Tree of Remembrance event  
 Used Cell Phones to Domestic Abuse  
 Shelters  
 Wear Purple in October  
 World Elder Abuse Awareness Day-June

### *Leadership*

Agendas-Preparing for Meetings  
 Attendance at Conventions- GFWC  
 FL/GFWC  
 Big Sister/ Mentoring for New Members  
 Board Meetings/Prepare and Attend  
 By-Laws  
 Club/District/State Championships  
 Club Goal Setting  
 Club Leadership Retreats  
 Club Representation on Community  
 Organizations

Club Strategic Planning  
 Conflict Resolution Seminar/Workshops  
 District/State/Region/GFWC Meetings  
 Devotions/Inspirations  
 Dollars For Delegates  
 Elections Committee/District or Club  
 Facebook or Twitter Leadership page  
 GFWC FL Events  
 GFWC Florida State Chairmen / Committee Members  
 Hold Administrative Transition Meetings  
 Honor Score Designation for club  
 Hostess a District meeting  
 JENNY Award Nominee from club  
 LEADS/ Florida or GFWC Nominee from club  
 Leadership Mentoring Programs  
 Leadership Tips at Board Meetings/Club Newsletter  
 Leadership Workshop/Retreats  
 Monthly Meeting Planning and Participation  
 Nominating Committees  
 Parliamentary Procedures/Training  
 Prepare and present devotion or thought at a meeting  
 Prepare for and Introduce a Guest Speaker  
 Procedure Books  
 Profiles - Club/GFWC Florida/GFWC Reporting  
 Report writing Workshops  
 Serve in Leadership Capacity in non Federation organizations  
 Recognize Club Members that are elected officials or serving in related capacity  
 Visit GFWC Florida/GFWC Headquarters  
 Volunteer of the Year Nominee from club  
 Youth Leadership  
 Women of Achievement  
 Women's Hall of Fame  
 Women's History Month

## **Membership**

Developed a specific one/two year recruitment program  
 How potential members were targeted/contacted  
 Events held to recruit new members  
 New member materials/kits  
 Mentoring new members  
 New member orientations

Recognizing new members  
 Recognizing sponsors of new members  
 New member projects (for them and/or by them)  
 Participation in the "Elevator Speech Contest"  
 Participation in "GFWC Star Program  
 Participate in the GFWC Seasonal Recruitment program  
 Start a new club, General, Junior, or Juniette  
 Recognizing and thanking members, by name with "Shout Outs", cards, birthdays, special occasions, etc at meetings, in newsletters, on Facebook or email  
 Ongoing orientations for ALL members. Can be short or long  
 Items handled in newsletters, at meetings, through websites, or handouts, regarding GFWC, GFWC Florida, or club wide programs and history.  
 Greeters, name tags, welcome committees  
 Club socials, summer get togethers, lunch bunches, dinners, etc  
 Membership surveys for interests and satisfaction  
 Sunshine/courtesy chairman  
 Recognition of members with pins, certificate for 5,10,15, etc years.  
 Special recognition for 25/50 year members  
 GFWC Florida/ Volunteer of the Year program  
 Membership Week Proclamation  
 Using GFWC/GFWC Florida materials available on the website  
 Celebrating Federation Day  
 Jennie June Award nominations  
 Sponsoring and advising a Juniette club  
 Club Anniversary Celebration  
 Club Newsletter  
 Club Yearbook  
 1895 Society Participation and Support  
 1734 Society Participation and Support  
 Contribute articles to GFWC/GFWC Florida Clubwoman  
 Subscribe to GFWC Clubwoman  
 Contribute to GFWC Florida Membership Monday  
 GFWC Florida Road Signs  
 Owns Clubhouse  
 Rental/Maintenance of Clubhouse  
 Women's History and Resource Center

## **Legislation & Public Policy**

Adopt a precinct  
Attend state legislative/policy workshops  
Attend the GFWC FL State Legislative Days  
Candidate Night/Forums  
Contact Florida Legislator  
Contact US Senators/Representatives  
Elections-Community/Governing  
Boards/Other Election Poll Workers  
Get Out the Vote Functions  
GFWC Legislative Alerts/Leg net  
Hold a GFWC advocacy history and current advocacy efforts program  
Hold a voter registration day  
Hold a non-partisan candidate forum on issues of concern to the club and GFWC  
Invite and recognize local elected officials to your club functions  
Invite elected officials to discuss the importance of constituent involvement  
Legislative Committees  
Legislative Days  
Participate in Issues-awareness programs and nonpartisan issue panels in your community  
Recognize your elected official club members on Federation Day  
Resolutions  
Visit your local and state representatives in your area  
Write a letter from the club to a legislator of issues important to GFWC

## **Communications and Public**

### **Relations**

Banners, Club (Create, Purchase, Display)  
Business Cards, Club  
Calendar Listings  
Celebrate Federation Day  
Chamber of Commerce Membership  
Club Email Account  
Club Newsletters  
Club Social Media  
Club Shirts  
Club Websites  
Displays about Club/federation  
Editorial/Letters to the Editor  
Flyers/Brochures/signs

GFWC FLWebsite Contributions (Could also be Membership or Fund Raising)  
GFWC FL/GFWC membership video at community events  
GFWC before your club name  
Information Booth/Display about Club  
Logo/Use of GFWC/FFWC  
Logo magnets, Use of GFWC/FFWC  
Media Books  
Newspaper Articles/Publicity  
Press Releases  
Public Service Announcements  
Roadway Cleanup (or Conservation)  
Scrapbooks

### **President's Project**

### **Report to President Project**

### **Chairman**

## **Hacienda Girls Ranch**

**EVERYTHING** at all that has to do with  
**Hacienda Girls Ranch**

**Donations**  
**Monetary**  
**Projects**  
**All**

### **Juniors' Special Project**

### **Guardian ad Litem**

See GFWC Florida Junior Page on the GFWC website



For additional information please refer to the  
GFWC Manual on line  
[www.gfwc.org/clubmanual](http://www.gfwc.org/clubmanual)

12/30/2016