



Convention was exciting and many of our clubs were recognized for their achievements in the Community Service Program areas as well as the Special Advancement Program areas. Congratulations to all clubs who submitted reports. Each and every one of you are winners in my book and the communities you serve are the beneficiaries of your volunteer work.

As I said in my last bulletin, it is never too early to begin the process of reporting for 2017. In this bulletin, let's place our focus on the Honor Score Form and the Lois B. Perkins Form. We will list some tips on completing each form correctly so that your clubs' achievements are recorded properly.

GFWC Florida 2017 HONOR SCORE

Club Name:

GFWC Woman's Club of Hialeah

To qualify for HONOR SCORE, a club must earn a total of 100 points in the calendar year.

Bonus points are added for total points. ALL entries will be verified.

District:

11

Members:

28

Copies To:

1. GFWC FL Awards Chairman: Marion Cason - mariongc@earthlink.net
 2. GFWC FL President: Mary Powell - pmsi1984@aol.com
 3. GFWC FL 1st VP: Dianne Foerster - dlynnfoerster@gmail.com
 4. YOUR District Director and YOUR Club Files
- DEADLINE:** February 1, 2018 **Period Covered:** January 1, 2017 thru December 31, 2017

Above is a sample of an Honor Score section to be completed by each club reporting. Please make note that:

- The official name of the club is correct. To find your club's official name you can look at your Bylaws, Articles of Incorporation, go to www.sunbiz.org Florida website and search for not-for-profit organizations or go to www.gfwcflorida.org and look under the member section. **IT IS IMPORTANT TO USE YOUR OFFICIAL NAME WHEN REPORTING.**
- It is also important that you list the correct district that your club is located in.
- **IT IS VERY IMPORTANT** to fill in your correct membership number as of December 31, 2017. Where can you find this? Your treasurer should have records of how many members your club paid dues on from January 1 through December 31, 2017. If you send in dues more than one time a year, you should count all that you sent in. If you sent in by the December 15 deadline and then sent in more from the 15th through the 31st you need to count both filings. You can also call Headquarters for an accurate number. **IT IS IMPORTANT TO REPORT ON THE CORRECT NUMBER OF MEMBERS AS IT DETERMINES WHAT CATEGORY YOUR CLUB WILL BE IN WHEN QUALIFYING FOR AWARDS.**

- Be sure to email your completed form to those listed above AND be sure you receive a response from them that they received it. Since email can be sent so quickly, you will want to follow up at least by the next day to make sure they received it by the deadline of February 1.
- For the rest of the Honor Score form, fill in each area with the points for which your club has donated money on the remittance form sent to headquarters or qualify for participating in the listed project areas. Be sure to review your records before claiming the points. Total the form and complete the last section (see below) before sending in.

Club Name:	GFWC Woman's Club of Hialeah	28 members
District:		11
Contact Name:	Barbara Hassall	
Email Contact:	barbara.hassall01@gmail.com	
Contact Phone #:	305-469-4499	

**GFWC FLORIDA 2017
LOIS B. PERKINS
LEADERSHIP ACHIEVEMENT AWARD**

Club Name

GFWC Woman's Club of Hialeah	District 11
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To qualify for the Most Outstanding Club in their membership category, a club **MUST** complete the Honor Score **AND** the Lois B. Perkins Leadership Achievement Award Forms. Some common errors that clubs made last year on completing the LBP Award Form were:

- Section: Club Participation/Activities: #1 Joint Project held with another GFWC Florida Club- Clubs that have Junior clubs in their area most often will have joint projects or workshops but failed to take the points when filling out the LBP.
- Section: Club Participation/Activities: #2 Joint Project held with another Community Organization – Since most clubs are volunteering within their communities this should be any easy area to earn points on the LBP. Of course, you need to partner with the community organization to qualify for the points.
- Section: Membership Growth/Retention – In this section, a club can only take ONE item in this area. You either claim 2 points or 5 points or 10 points but NEVER all three.
- Section – Honor Score: Several clubs failed to take the correct amount of points based on their Honor Score Points. Choose only one item in this area.
- Section: Reports Submitted to GFWC Florida Chairman by February 1 – ATTENTION! A number of clubs failed to take these points when they submitted their reports by February 1. It stands alone at the bottom of the page so it probably was overlooked. A club can earn 5 points in this area.

Let's make reporting FUN and continue to "LIVE THE VOLUNTEER SPIRIT"