



4-H PEI Annual Awards

Brookville Lime - Community Service Activity Award

INFORMATION & APPLICATION GUIDELINES

The **Brookville Lime - Community Service Activity Award** is an annual award presented to 4-H PEI clubs showing significant community connections through participation or facilitation of various community events throughout the past 4-H year.



GUIDELINES

1. This award is open to individual 4-H Clubs or a combination of 4-H Clubs within a region on Prince Edward Island. Strong consideration will be given to club/regionally organized events (vs. staff organized events in which members and leaders participate)
2. Community Service Activities:
 - ⇒ **CAN** be local, provincial, national or international in scope
 - ⇒ **SHOULD** benefit/involve more than the 4-H'ers and their families.
 - ⇒ **CANNOT** be fundraising activities.
 - ⇒ **CANNOT** be a regular 4-H club event, i.e. communication event or achievement day.
3. Activities must have taken place in the previous 4-H year (**September 1, 2023 - August 31, 2024**)

APPLICATION PROCESS:

- This is a **NEW** application process where applicants are asked to complete and submit the application on-line using the templates provided. (A PDF form is also available and can be printed, filled out and scanned for email, if that is more convenient)
- Applications must include documentation for the **Main Activity** and at least **ONE Other Activity** (*Please note that it is not necessary for a club to fill all four spaces for the 'Other Activities' section*)
- Applicants are also encouraged to include photos and/or supporting documents for the Club's Community Service Activities. This may include photos of the event, correspondence (i.e. Thank You cards) and media documentation (i.e. Facebook posts, newspaper clippings, etc.)
 - Main Activity** - Max of **5** photos and **5** supporting documents
 - Other Activities** - Max of **3** photos and/or supporting documents for each activity
- Photos and supporting documentation can be uploaded at the end of the on-line form OR scanned, saved and submitted via e-mail. (*please keep files separate for each event and label with the Event Title*)
- Applications will be reviewed by a panel of three judges. Each judge will use a rubric to assist with evaluation. The main activity will be valued at 60% and the 'other' activities will be valued at 40%. Calculations for the 'other' activities will be averaged based on the number of events listed.
- Cash prizes will be awarded to the top **four** participating clubs and first place will also receive a keeper plaque recognizing their achievement in Community Service
- ALL entries will be on display at the **2025 Annual 4-H Awards Banquet**, where winners will be announced.

DEADLINE TO APPLY: November 15, 2024

Please send applications and supporting documentation to Mary Jane at the 4-H PEI Office
(pei4hprograms@gmail.com)



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PART 1: MAIN COMMUNITY SERVICE ACTIVITY (60 PTS.)

- Applicants are to choose **ONE** main Community Service Activity in which club members / leaders have taken part throughout the **2023-2024 4-H year**. Pictures (max five) and other supporting documents (also max five) can be submitted to help highlight this Community Service Activity.
- **Main Community Activities may include** (*but are not limited to*):
 - ⇒ Hosting a Canada Day celebration for the community,
 - ⇒ Hosting a Halloween or Christmas party for children in the community
 - ⇒ Participation in the annual roadside clean-up
 - ⇒ Making Easter baskets or Christmas bags for seniors in the community, etc.
- **Applications must include:**
 - ⇒ Number of participating members and leaders
 - ⇒ Brief description of the event/activity
 - ⇒ Brief description of the benefit or impact for the community, 4-H club, members and leaders
 - ⇒ Pictures of the event (*max of five pictures*)
 - ⇒ Copies of media coverage, news paper clippings, thank you cards, etc. (*max five*)

PART 2: OTHER COMMUNITY SERVICE ACTIVITIES (40 PTS.)

- Applicants can use this space to highlight other Community Service activities in which the Club has participated. **ONLY ONE OTHER** activity is required - applicants are welcome to submit up to four (4) OTHER activities, however are not required to fill all four spaces. Scores for each activity will be averaged together for mark out of 40%
- **Other Community Activities may include** (*but are not limited to*):
 - ⇒ Collecting newspapers for animal shelters
 - ⇒ Donating food for to a food bank or cleaning supplies for a community center
 - ⇒ Monetary donations to charitable organizations such as Easter Seals, Christmas Daddies, etc.
- **Applications must include:**
 - ⇒ Template provided listing & briefly describing the Other Community Service activities completed by the members & leaders in the club.
 - ⇒ Pictures, newspaper clippings, thank you cards, etc. can be submitted as supplementary material (*max of three for each event*)

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