

KIN EXCELLENCE PROGRAMME

4.1 Maple Leaf Award of Distinction (Tier 1: Kin Excellence Program)

Objectives:

- To encourage participation in club activities while becoming familiar with all aspects of the Association
- To stimulate self-development, improve communication and foster leadership skills within the first two (2) years of being a Kin member

Eligibility

1. Open to active members
2. Members in their first two (2) consecutive years of joining Kin
3. Must complete six out of eight mandatory requirements
4. Attain a minimum of 300 points in the Optional Requirements section
5. May not sign his/her own affidavit

Note: There is a two-year time limit from the date the member begins this award to achieve the requirements

Management

- The member maintains his / her own portfolio
- The portfolio should be submitted to Kin Headquarters within four (4) months of completion and within his / her first two (2) years in Kin
- The club president or awards chair must sign and date each section as the points are obtained. If there is no awards chair the club secretary may sign
- If the member is the club president or the awards chair upon completion of the Maple Leaf Award of Distinction, then another executive officer of the member's club must sign and date the affidavit

Reward:

- Maple Leaf Award of Distinction Certificate, name badge add-on, and the Maple Leaf Award of Distinction lapel pin
Note - Outstanding Maple Leaf Award of Distinction: the member whose affidavit totals the highest number of points in the Kin year submitted will be recognized during National Convention and will receive a keeper plaque.
- **Items available for purchase from Kin Sales:** Maple Leaf Award of Distinction plaque

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Maple Leaf Award of Distinction Affidavit (2017-18)

NAME: _____ CLUB: _____

START DATE: _____ END DATE: _____

MANDATORY (Minimum of 6 mandatory requirements)			Date Completed dd/mm/yyyy	President's OR Award Chair's Signature
A. Know the objects of the Association				
B. Read the new members handbook				
C. Familiarize yourself with the General Operating By-laws				
D. Be a member of a committee or attend a service project work party				
E. Attend a club executive meeting				
F. Bring a prospective member to a club, zone district or national meeting				
G. Attend seven consecutive general meetings				
H. Know the Kin motto, Kin Vision and Kin Mission				
OPTIONAL REQUIREMENTS (must acquire a minimum of 300 points)	Max.	Points	Date performed or completed dd/mm/yyyy	President's OR Award Chair's Signature
1) Be a candidate for club executive	10			
2) Serve as a club officer	25			
3) Give a 2 minute speech at a club meeting or enter the club speaking competition	20			
4) Write an article for the club bulletin / newsletter / web site / Kin Magazine	10			
5) Attend a club function / social during July / August	10			
6) Attend a club function / social during September – June	5			
7) Attend a club executive meeting (in addition to the mandatory)	10			

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8) Be a member of a committee or work party (in addition to the mandatory requirement)	10			
9) Attend a meeting of another club in your zone	10			
10) Attend an interclub (i.e. another club's meeting, fundraiser and/or social event)	10			
11) Attend the full business portion of a Zone Conference or Fall Leadership Conference	25			
12) Attend a full business portion of a District or National Convention	35			
13) Read the <i>Cross and the Square</i> and / or <i>Only in Canada</i>	10			
14) Attain 100% attendance at all general meetings	20			
15) Serve as the chair of a club project	25			
16) Participate in the Diane Rogers Kin Pride Award	25			
17) Bring a prospective member to a club event (in addition to the mandatory)	10			
18) Sponsor a new member (attach the names - 5 points for each name to a max. of 15 [3 members])	15			

TOTAL POINTS _____

**NOTE: Points for items #1 - #18 may only be obtained to a maximum of 2 times each.
Example: #18 the highest points you can achieve is 30 [15x2=30].**

I/We have read and understand the above document. I/We also understand and agree that the above information is to be kept confidential to ensure the protection of such information and the privacy of the individual/individuals and/or club(s). I/We will do this in accordance with the procedures of the National Awards and Recognition Program. The purpose of this is to protect the privacy of the nominee, nominators and applicants for any and all recognition and awards

I certify that this member has met all of the mandatory requirements of the Maple Leaf Award of Distinction and has earned the points as indicated above.

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PRESIDENT (or other Club Executive & Title)

Print Name: _____ Signature: _____

DATE (dd/mm/yyyy): _____

AWARDS CHAIR (or other Club Executive & Title)

Print Name: _____ Signature: _____

DATE (dd/mm/yyyy): _____

CLUB: _____ ZONE: _____ DISTRICT: _____

PLEASE INDICATE ANY SPECIAL MAILING INSTRUCTIONS FOR THE AWARD ACKNOWLEDGEMENT BELOW.
IF NOTHING IS NOTED, THE REWARD WILL BE SENT TO THE HOME CLUB OF THE RECIPIENT.

4.2 Founders Award for Achievement (Tier 2: Kin Excellence Program)

Objective:

- To continue to build upon the objectives of the Maple Leaf of Distinction award for members with more than 24 months of Kin experience

Eligibility

1. Open to members who have been active and active life members for a minimum of two (2) years
2. There is a three-year time limit from the date the member begins the award to achieve the requirements
3. Must complete 5 of 7 mandatory categories
4. Attain a minimum of 300 points under Optional Requirements
5. Must obtain a minimum of 50 during the first year
6. Must obtain a minimum of 80 points during the second year and
7. Must obtain a minimum of 80 points in the third year
8. The portfolio must be forwarded to National Headquarters within four (4) months of completion of the program
9. May not sign his/her own affidavit

Management

- The member maintains his / her own portfolio
- The club president or awards chair must **sign and date each section as points are obtained**. If there is no awards chair the club secretary may sign.
- Submit completed portfolio to National Headquarters
- If the member is the club president or the awards chair, upon completion of the Founders Award For Achievement, then another executive officer of the member's club must sign and date the affidavit

Reward

- A Founders Award For Achievement Certificate, the Founders Award For Achievement lapel pin
- **Items available for purchase from Kin Sales:** Founders Award for Achievement Name badge, Founders Award For Achievement plaque

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Founders Award for Achievement Affidavit (2017-18)

NAME: _____

CLUB: _____

START DATE: _____

END DATE: _____

MANDATORY (Must meet 5 of 7 requirements)	Date Completed dd/mm/yyyy		President's OR Award Chair's Signature
A) Obtain 100% attendance for one complete fiscal year			
B) Sponsor a new member in Kin			
C) Attend full business portion of a Zone Conference			
D) Attend full business portion of Fall Leadership Conference			
E) Attend full business portion of a District Convention			
F) Complete one full year on a Club, Zone or District Executive			
G) Attend a National Convention			
OPTIONAL REQUIREMENTS	Max	Points	Date performed or completed dd/mm/yyyy
1) Serve as a committee member on a club project	3		
2) Serve as a chair, co-chair and produce a written project report covering your phase of the project	5		
3) Serve as an active member of a charter committee and make two visits to the new club after it has been chartered	15		
4) Serve as chair for a family social function	5		
5) Serve as chair of a major club committee	10		

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OPTIONAL REQUIREMENTS	Max	Points	Date performed or completed dd/mm/yyyy
6) As the project chair, present a complete outline for a new project, including details on time, money, procedure and additional resources, which is accepted by the club	10		
7) Chair a club service project and produce a written report for the club bulletin / newsletter / website	10		
8) Obtain 100% attendance (other than mandatory)	10		
9) Participate as an instructor for a new member's seminar	5		
10) Write an article that is accepted for your club bulletin / newsletter / website (max. 10 points per year)	2		
11) Write an article that is accepted for zone or district publication or district website	4		
12) Write an article that is accepted for Kin Magazine	6		
13) Attend a general meeting of another club at a distance of less than 100 km one way	5		
14) Attend a general meeting of another club at a distance of 100 km or more one way	10		
15) Attend a club charter, Anniversary night, Founder's Night or life membership night	5		
16) Attend a zone or district interclub	5		
17) Attend a Zone Executive Seminar conducted by zone officers	5		

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OPTIONAL REQUIREMENTS	Max	Points	Date performed or completed dd/mm/yyyy
18) Attend the full business session of a Zone Conference (other than mandatory)	5		
19) Attend the full business session of a Fall Leadership Conference	5		
20) Attend the full business portion of a District Convention (other than mandatory)	9		
21) Attend the full business portion during National Convention	9		
22) Serve on club executive (other than mandatory)	10		
23) Be a candidate for Deputy Governor	10		
24) Be a candidate for Vice Governor	10		
25) Serve as a zone, district or national officer (other than mandatory)	15		
26) Serve on a National Committee	10		
27) Enter the club speaking or writing contest	10		
28) Be a candidate in the zone public speaking or writing contest	5		

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OPTIONAL REQUIREMENTS	Max	Points	Date performed or completed dd/mm/yyyy
29) Win the Kinsmen / Kinette of the Year award at club, zone or district level	15		
30) Win a club, zone, district or national award (excluding sports)	10		
31) Sponsor a new member (other than mandatory)	15		
32) If sponsored member is in Kin for at least one year	5		
33) If sponsored member wins the Maple Leaf Award of Distinction	5		
34) Win the GEM Award	10		

Year #	Mandatory Points required	Points Achieved	President's OR Award Chair's Name (Print)	Signature
Year 1:	Must obtain a min. 50 points			
Year 2:	Must obtain a min. 80 points			
Year 3:	Must obtain a min. 80 points			
TOTAL POINTS (MINIMUM 210):				

I certify that this member has met all of the mandatory requirements of the Founders Award for Achievement and has earned the points as indicated above.

I/We have read and understand the above document. I/We also understand and agree that the above information is to be kept confidential to ensure the protection of such information and the privacy of the individual/individuals and/or club(s). I/We will do this in accordance with the procedures of the National Awards and Recognition Program. The purpose of this is to protect the privacy of the nominee, nominators and applicants for any and all recognition and awards

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PRESIDENT'S OR AWARD'S CHAIR (or other Club Executive and Title)

Print Name: _____ Signature: _____

DATE (dd/mm/yyyy): _____

CLUB: _____ ZONE: _____ DISTRICT: _____

SUBMITTED BY: _____

PLEASE INDICATE ANY SPECIAL MAILING INSTRUCTIONS FOR THE AWARD ACKNOWLEDGEMENT BELOW. IF NOTHING IS NOTED, THE REWARD WILL BE SENT TO THE HOME CLUB OF THE RECIPIENT.

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4.3 Member's Award of Excellence (Tier 3: Kin Excellence Program)

Objective:

To continue to build upon the objectives of the Maple Leaf of Distinction Award and the Founders Award for Achievement, the Members Award of Excellence is for members with more than 5 years of Kin experience.

Eligibility:

1. Open to members who have been active members for a **minimum of 5 years**, to commence after this time frame
2. There is a time limit of **any** three **consecutive** years from the date the member enrolls in **this** award to achieve the requirements.
3. Must complete five of the seven mandatory categories
4. Attain a minimum of 400 points under Optional Requirements
5. Must obtain a minimum of 100 points in each of the three years of the program
6. The portfolio must be forwarded to National Headquarters within four (4) months of completion of the program
7. May not sign his/her own affidavit

Management:

- The member maintains his / her own portfolio
- The club president or awards chair **must sign**. If there is no awards chair the club secretary may sign
- Submit completed portfolio to National Headquarters
- If the member is the club president or the awards chair upon completion of the Member's Award of Excellence, then another executive officer of the member's club must sign the affidavit

Reward:

- A Members Award of Excellence Certificate, the Member's Award of Excellence lapel pin
- **Items available for purchase from Kin Sales:** Member's Award of Excellence plaque

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Member's Award of Excellence Affidavit (2017-18)

NAME: _____ **CLUB:** _____

START DATE (of portfolio): _____ **END DATE (of portfolio):** _____

DATE JOINED KIN: _____

MANDATORY (Must achieve 5 of 7 requirements)	Date Completed dd/mm/yyyy		President's OR Award Chair's Signature
A. Obtain 100% attendance for one complete fiscal year			
B. Sponsor a new member in Kin			
C. Attend the full business portion of a Zone Conference			
D. Attend the full business portion of Fall Leadership Conference			
E. Attend the full business portion of a District Convention			
F. Complete one full year on a Club Executive			
G. Complete one full year on a District Executive OR on a National Board or Committee			
OPTIONAL REQUIREMENTS	Max	Points	Date Completed dd/mm/yyyy
1) Serve as a chair or co-chair of a club project and produce a written project report summary and ensure it is uploaded to National online reporting	5		
2) Serve as an active member of a charter committee and make two visits to the new club after it has been chartered	15		
3) Present or attend a new member seminar at club, zone or district.	5		
4) Serve as chair of an existing major club committee/project	10		
5) Present a complete outline for a new project, complete with details on time, money, procedure and additional resources, which is accepted by the club	10		

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OPTIONAL REQUIREMENTS	Max	Points	Date Completed dd/mm/yyyy
6) Obtain 100% attendance (other than mandatory)	10		
7) Chair a Zone or District Event on behalf of your club (i.e. Zone Conference / Zone Interclub / FLC / Spring Convention / Council meeting)	25		
8) Publish your club newsletter / bulletin OR be webmaster for your club website	10		
9) Write an article that is accepted for your club bulletin / newsletter / website (max. 10 points per year)	2/ea		
10) Write an article that is accepted for zone or district publication or district website	4/ea		
11) Write an article that was accepted for Kin Magazine	6/ea		
12) Attend a general meeting of another club at a distance of less than 100 km one way	5		
13) Attend a general meeting of another club at a distance of 100 km or more one way	10		
14) Attend a Club Charter, Life Membership or HRF presentation night	5		
15) Attend a summer zone or district interclub (i.e. another club's fundraiser and/or social event)	5		
16) Be a presenter at a Zone Seminar	5		

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OPTIONAL REQUIREMENTS	Max	Points	Date Completed dd/mm/yyyy
17) Attend the full business session of a Zone Conference (other than mandatory)	5		
18) Attend the full business session of a Fall Leadership Conference (other than mandatory)	5		
19) Attend the full business portion of a District Convention (other than mandatory)	7		
20) Attend the full business portion of a National Convention	9		
21) Serve as a member of a club executive (other than mandatory)	10		
22) Serve as Deputy Governor (other than mandatory)	10		
23) Serve as a member of a District Team (other than mandatory)	10		
24) Serve as District Vice Governor or Governor (other than mandatory)	15		
25) Serve on a National Board or Committee (other than mandatory)	10		
26) Participate in a District Speak-Off or Quill competition	10		
27) Be your District representative in the National Public Speaking competition	15		
28) Be the author of a Zone, District or National Award submission (other than Speak-Off and Quill)	10		

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OPTIONAL REQUIREMENTS	Max	Points	Date Completed dd/mm/yyyy
29) Participate in the Diane Rogers Kin Pride Award	10		
30) Sponsor a new member (other than mandatory)	15		
31) If sponsored member wins the Maple Leaf Award of Distinction	5		
32) Win a GEM Award	10		

Year #	Points Achieved	President's OR Award Chair's Name (Print)	Signature
Year 1:	Total points		
Year 2:	Total points		
Year 3:	Total points		

I certify that this member has met all of the mandatory requirements of the Members Award of Excellence and has earned the points as indicated above.

I/We have read and understand the above document. I/We also understand and agree that the above information is to be kept confidential to ensure the protection of such information and the privacy of the individual/individuals and/or club(s). I/We will do this in accordance with the procedures of the National Awards and Recognition Program. The purpose of this is to protect the privacy of the nominee, nominators and applicants for any and all recognition and awards

PRESIDENT'S OR AWARD'S CHAIR (or other Club Executive and Title)

Print Name: _____ Signature: _____

DATE (dd/mm/yyyy): _____

CLUB: _____ ZONE: _____ DISTRICT: _____

SUBMITTED BY: _____

PLEASE INDICATE ANY SPECIAL MAILING INSTRUCTIONS FOR THE AWARD ACKNOWLEDGEMENT BELOW. IF NOTHING IS NOTED, THE REWARD WILL BE SENT TO THE HOME CLUB OF THE RECIPIENT.

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4.4 Kin Excellence Program

The Kin Excellence Program is a three-tiered recognition, incorporating the Maple Leaf Award of Distinction, Founders Award for Achievement and the Member Award of Excellence.

In order to succeed in this program and receive the Kin Excellence Program, a member must have completed the Maple Leaf Award of Distinction, the Founders Award of Achievement and the Member Award of Excellence in the allotted time.

Upon completion and submission of the affidavit listed below, you will receive a certificate of completion and a Kin excellence program name badge add-on.

Two current Club Executive Members, other than applicant, must sign and date the affidavit.

Kin Excellence Program Affidavit (2017-18)

APPLICANT'S NAME		DATE JOINED KIN :
CLUB		DISTRICT:
• MAPLE LEAF OF DISTINCTION AWARD RECEIVED (dd/mm/yyyy):		
• DATE FOUNDERS AWARD FOR ACHIEVEMENT RECEIVED (dd/mm/yyyy):		
• DATE MEMBER AWARD OF EXCELLENCE RECEIVED (dd/mm/yyyy):		
SUBMITTED BY:		

I/We have read and understand the above document. I/We also understand and agree that the above information is to be kept confidential to ensure the protection of such information and the privacy of the individual/individuals and/or club(s). I/We will do this in accordance with the procedures of the National Awards and Recognition Program. The purpose of this is to protect the privacy of the nominee, nominators and applicants for any and all recognition and awards

Witnessed by Current Club Executive Members:

Signed:	Date:
Name (please print):	Position:
Signed:	Date:
Name (please print):	Position:

PLEASE INDICATE ANY SPECIAL MAILING INSTRUCTIONS FOR THE AWARD ACKNOWLEDGEMENT BELOW. IF NOTHING IS NOTED, THE REWARD WILL BE SENT TO THE HOME CLUB OF THE RECIPIENT.
