



How to Apply for Awards

An application package consists of the [TFGC Awards Application](#) form (this is your cover sheet) and the *Books of Evidence (BOEs)*.

NOTE: No individual, single member, group of member clubs, councils, or districts may send BOEs directly to NGC or DS. This is the responsibility of the State Awards chair.

Debbie Shaver, State Awards Chair

349 Sharpe Lane

Dayton, TN 37321

423-775-0102

buffiescorner@bellsouth.net

Youth Awards

TFGC Youth awards for the Sculpture Contest and Poetry Contest is due to the Youth chair by November 15. The TFGC Smokey Bear Poster Contest is due to the Youth chair by January 21, 2022.

Kay Cox, Youth Chair

840 3rd Street SE

Cleveland, TN 37311

kaycox@netzero.net

Phyllis Allen, Smokey Bear/Woodsy Owl Chair

2975 Devonshire Cove

Germantown, TN 38139-8061

ballen1864@aol.com

The scoring rubric sheets specify what the judges look for in your BOE and are used uniformly across the United States. These [scoring rubrics](#) can be found on the NGC website.

IMPORTANT: There are new numbers for flower shows, so be sure to get the correct number.

Yearbooks are no longer judged at NGC; the highest award for yearbooks is Deep South. The [Award Rules](#) lists everything you must have in your yearbook.

Steps for Applying for Awards

1. Review the [Award Rules](#) document, particularly where and when to send your application.
2. Decide which TFGC award is best for your entry, and make sure you are eligible. Also, look at DS and NGC rules for awards not offered in TFGC.
3. Read the award descriptions to understand what is needed in your BOE and when it is due.
4. After choosing the award you wish to apply for, fill out the [TFGC Awards Application](#). Make sure you put the complete award number on the form.
5. Go to the scoring rubric to see what the judges will be looking for. If your award has a special rule, it will be listed after the award. For all other awards, use the [general scoring rubric](#).

6. When creating your BOE, be sure to use an easy-to-read font (for example: Calibri, Arial, or Verdana). If you add photos as you write the story, you do not have to use captions if the photos illustrate your written text. If you put all your photos together, then you must use captions to explain each photo.

IMPORTANT: Send the [TFGC Awards Application](#) form with the BOE to the State Awards chair by January 1.

NOTE: Refer to the [Award Rules](#) document for all rules and information about applying for TFGC, NGC, and DS awards.

General Information about Awards

1. Awards year is from January 1 to December 31
2. All applications for TFGC awards go to the State Awards chair.
3. All applications with photos of children and/or residents must include a signed publication release (this release is found under Forms on the NGC website) for each person involved.
4. All TFGC applications need to be sent to TFGC as paper copies (only need one) and also in PDF via email. The paper copy is needed for judging on the state level; the PDF version is sent on to DS and NGC. Send only one application and BOE unless otherwise noted in the award description.
5. If a project is eligible for various awards, **do not submit an exact duplicate**. The BOE must be worded for each specific award. Take lots of photos, so you don't have to use the same photo in each BOE.
6. Applications will not be returned.
7. TFGC award winners are sent on to DS and NGC, if they fit an award category. The State Awards chair may find other award categories for winners who are not first- and second-place winners.
8. Contact the State Awards Chair Debbie Shaver with any questions.
9. ONLY one printed copy is needed to be considered for an award, but a PDF should also be emailed to the State Awards chair.
10. If you send in a BOE for a project with a TFGC chair, then you must send a report of that project to that specific chair.

EXAMPLE: If you send in a BOE for Conservation, send a report to the TFGC Conservation chair who needs this information for state reports.