



# Outstanding Civitan Awareness Project Official Awards Application

Completed application accepted  
*no later than December 1.*  
Mail to:  
Civitan International  
Awards Program  
One Civitan Place, P.O. Box 130744  
Birmingham, AL 35213-0744

Club Name: \_\_\_\_\_ Club Number: \_\_\_\_\_

City: \_\_\_\_\_ State/Province: \_\_\_\_\_

District Name: \_\_\_\_\_ District Number: \_\_\_\_\_

Website Address: \_\_\_\_\_

Club President for Award Year: \_\_\_\_\_

Telephone # B \_\_\_\_\_ R \_\_\_\_\_ E-mail \_\_\_\_\_

Application completed by: \_\_\_\_\_

Telephone # B \_\_\_\_\_ R \_\_\_\_\_ E-mail \_\_\_\_\_

***As of the end of the Civitan award year, our club acknowledges that it is considered a club in good standing including all officers trained and all dues and fees paid up-to-date.  YES  NO***

Complete this form and forward it to Civitan International by **December 1**. Award applications are to be submitted individually. Do not combine multiple applications into one binder. It is recommended that a copy be sent to the Immediate Past Governor.

This award is based a single promotional project or promotion and publicity from a single event that generates favorable publicity for the sponsoring club or the Civitan name. The following projects and events are applicable:

**Event Promotion** – The event can be a fundraiser, a service project, a dignitary visit, a clergy dinner or other event. Application should include a description of the event (date, time, # of members and guests, etc), all materials used to promote the event, a description of how they were used, and a summary and proof of publicity or exposure received. You must provide proof of television coverage with a video tape or pictures of news crews at your event. Posters, banners and sample releases are available from Civitan International.

**Public Service Announcements (PSAs)** – This can include placement of television, radio, billboard or print PSAs, or other signage. PSAs are available from Civitan International. You do not have to place each type, but several types and multiple placements are allowed. You must provide proof of each placement. If possible, customize your PSAs and provide audience statistics (# of viewers, readers, listeners).

**Community Ambassadorship** – Speaking opportunity to talk to other groups about Civitan and the importance of community service. You must provide details of your speaking engagement (topic, # of people, materials used, etc). Also provide proof of the event through pictures, or a thank you letter from your audience.

**Trade Show Exhibit – Event Sponsor** – Sponsor a booth at a local expo, trade show or other community event. Provide details of the event (date, time, purpose of event, attendance, etc.). Explain how you promoted Civitan at the event, what materials you used, how many people you had contact with, and any quantifiable results of the event (donations, new members, etc). Banners are available from Civitan International.