

## NEWSLETTER CONTEST

The Chair coordinates all phases of the contest, encourages club participation, obtains the judges, provides the rules and announces the winners at the State Meeting. The purpose of this contest is to provide the clubs' editors helpful tips and suggestions to improve their newsletter.

**Rules and Categories:** Review the rules. If a change is necessary, request the approval of the President. Participating clubs will be judged and placed as First, Second and Third place, regardless of their membership numbers.

**Entry Form:** The form, theme and rules information are due to the State Meeting Chair at the Midterm Executive Board Meeting or no later than November 1<sup>st</sup>. See sample form below

- The club's entry form and newsletters are submitted to the contest Chair by **March 1st**.
- Entries may be sent via email or regular mail. The post date is the determining factor in questions about meeting the deadline.

**List of Participants:** send the list of participating clubs to the State Meeting Chair for the Program Booklet, by their deadline but no later than **April 1<sup>st</sup>**.

**Super State Rep Award:** Club participation earns credit points towards the award. Email the Vice President a list of the clubs who have submitted entries by no later than **March 15th**.

**Prior to the State Meeting:** Select three (3) judges. They may be out-of-state MOTC members, editors or professional journalists and should be able to receive and evaluate the entries electronically. Inform them of the purposes and activities of the MOTCs.

- Score sheets: provide to each judge for each entry to be evaluated. Allow space for judges' comments. See sample form.
- List the clubs participating.
- Request the judges to add comments in any of the categories or point awards.
- The judges' score sheets to be returned to the Contest Chair by April 1st
- Give a thank you note with a \$10 gift card.
- Request a refund using the voucher with receipts attached.
- The final results as well as judges' comments and scores on all entries are confidential.
- Review the scoring sheets and determine the First, Second and Third place winners.
- Prepare the certificates for club participation. You may opt to provide the winners' names to the Certificates Chair.

**At the State Meeting:** Consult the President for your placement in the agenda.

- Announce the judges' names.
- Announce the clubs who participated and present their certificate.
- Winners in Third, Second and First place are announced in that order.
- The First Place winner receives a framed award certificate.
- The Second and Third Place receive an award certificate – not framed.
- The Score Sheets are returned to the individual clubs. If a club does not pick up or request them by November, they should be destroyed.

**Activity Report:** Present a written report at the board meetings. Email a copy to the Webmaster by the submission due date.

**Newsletter Articles:** Following the State Meeting, announce the winners in the May/June Presidential Papers

- Include the contest rules and entry form in the Nov/Dec and the Jan/Feb issues, before the State Meeting.

**Website:** Send the Webmaster the list of winners, the contest rules and entry form to post on the website.

**Files:** reports, vouchers, correspondence and badge are transferred to the new Chair or returned to the Procedure Manual Chair at the end of your term.



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## Judges Score Sheet

Return to the Newsletter Contest Chair April 1st

Club's Name: \_\_\_\_\_

Newsletter's Name: \_\_\_\_\_

Months Submitted: \_\_\_\_\_

Overall style and visual appeal (15 points) \_\_\_\_\_

Artwork (15 points) \_\_\_\_\_

Artwork includes:

- ☐ Photos
- ☐ Drawings
- ☐ Clip art

News and special articles (25 points) \_\_\_\_\_

- ☐ Are they specific to raising twins?
- ☐ Do they educate the reader on specific issues?
- ☐ Do they encourage the reader to take specific action?
- ☐ Do they span a wide range of ages, e.g. newborn to college age?

Officers and Chairs' reports (25 points) \_\_\_\_\_

- ☐ Is there a report from each officer?
- ☐ Is the information shared timely?
- ☐ Is the information shared relevant and specific to mothers of multiples?

Creative and original writing (20 points) \_\_\_\_\_

- ☐ Is the writing inspirational?
- ☐ Does the writing call the reader to action?
- ☐ Does it appear to just be "filler"?

**Total Score:** \_\_\_\_\_

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## Rules:

- The entry form plus one (1) copy of the club's October issue and one (1) copy of an issue of choice should be submitted by **March 1st** electronically or by U.S mail.
- A hard copy of each newsletter should be provided for display.

## Judging Criteria:

- Overall style and visual appeal 15 points
- Artwork 15 points
- News & special articles 25 points
- Officers & Chairs' reports 25 points
- Creative & original writing 20 points

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## Entry Form

Club's Name: \_\_\_\_\_

State Rep's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Editor's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Send form via email or postmarked no later than March 1<sup>st</sup>**

Add Chair's Name and Contact information