

# POLLY GARLAND AWARD

Polly Garland was the wife of Past Grand Exalted Ruler Frank O. Garland. Although not a member of the Elks, Polly was active in the Centralia-Chehalis Elk Lodge, was a member of the Emblem Club, and worked tirelessly for the benefit of the Washington State Elks Association. Polly was one of the founders of the Dorothy Yothers Second Chances Program. The Polly Garland Award was established in 2004 by PGER Roger True and his wife Marilyn to recognize those Ladies who, like Polly, have given their time and support to their Lodge and the State Association. Every Lodge is encouraged to nominate annually a deserving lady within their Lodge.

## **Rules:**

1. Candidate CANNOT be an employee or Lodge Officer.
2. Candidate MUST be a female and 18 years of age or older as of January 1<sup>st</sup> of the Judging year.
3. Candidate DOES NOT have to be a member of the Elks.
4. Contest runs from January 1<sup>st</sup> through October 31<sup>st</sup> each year.
5. Local lodges are to submit one written nomination of 500 words or less identifying the accomplishments of the candidate. Entries are based on the individual's support of Elkdom at the Lodge and/or State Association level AND NOT what they do in the community as community service unless it is a Lodge Committee Service project.
6. Only one nomination is allowed from each Lodge based on a decision / vote on the four (4) Chair Officers.
7. Lodge Nomination must be in the hands of the current District Deputy by December 31<sup>st</sup>.

## **Judging:**

1. The District Deputy will make a copy of each Lodge's nomination and give a complete set of nominations to the District Esquire, the District Advocates and keep one set for themselves (the Judges).
2. This **IS NOT** a joint or team scoring process. Each judge will review in private the nominations and score starting with a 1 and place a score on each nomination; a 1 being the overall best score. If there are 4 nominations, then 1 is the best and 4 would be the worst.
3. The District Deputy will add up the scores and the lowest score will be the winner. If a tie, then the process will start over with just the tie scorers.
4. Each District Deputy will hand deliver the District winning selection (and just the winning selection ONLY) to the State President not later than Saturday closing of Mid-Winter convention.
5. The State President will make copies of the five (5) winning Lodge nomination and give to the members of the Executive Committee (State Officers) for Judging and selection of the State winner.
6. The State Officers will follow the same judging process as mentioned above and submit their scores to the State President.
7. The State President will add the scores up to determine the winner. The State President will send all nominations to the Chairman of the Polly Garland Award with the name and Lodge of the winner but not the scores.

## **Responsibilities:**

### **Esquire:**

1. To get at least one PGA nomination from the District before 12/31.
2. Make sure the nominations fall within the rules (not an employee, officer, past year, etc.)

### **District Deputy:**

1. Collect all valid nominations and have a copy made for each judge (DD, Esq, & DA's)
2. Each Judge gets a full set of nominations.
3. Judging is done independently and NOT in a group setting.
4. Each judge grades the nominations from 1 to whatever number of nominations there are. 1 being the 1<sup>st</sup> choice, etc.

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5. The DD collect all scores and adds them up. The one with the lowest score is the winner. If a tie for 1<sup>st</sup> place, grade them over again until a choice is made.
6. Takes the winning nomination and forwards to State President for further scoring.

## **State President:**

1. Collect the 5 District winners and have a copy made for each member of the Executive Committee (President, Vice-President, PSP Chairman).
2. Each Executive Committee member gets a full set of nominations.
3. Judging is done independently and NOT in a group setting.
4. Each judge grades the nominations from 1 to whatever number of nominations there are. If 4 then the grading would be 1 to 4. 1 being the 1<sup>st</sup> choice, etc.
5. The President collects all scores and adds them up. The one with the lowest score is the winner. In a tie for 1<sup>st</sup> place, grade the ties over again until a choice is made for 1<sup>st</sup>.
6. Sends all 5 District nominations to the PGA Chairman with a note identifying who the State winner is.

## **Elks Lodge:**

1. The District "Lady of the Year" will be honored at a Luncheon of Elks, their spouses, and guess at the Annual Convention in June. The District winners will receive a framed Certificate of Appreciation provided by the State Association to honor our winners.
2. Each Lodge will be expected to send and pay for the hotel lodging of their District winner to State Convention where they will receive recognition at the Polly Garland Award Luncheon.
3. The State winner will be announced at the Polly Garland Award Luncheon where she will receive appropriate reconnection. The Lodge will also receive a \$1,000.00 Scholarship for a deserving student in honor of the State winner.

## **The PGA Chairman:**

1. The State Chairman will receive from the State President the names of the District winners along with a copy of the nominations and the name of the PGA State winner.
2. The Chairman will contact the District winners to give them details on the PGA Luncheon.
3. The Chairman will contact the Lodge to assure they are sending their District winner.
4. The State Chairman will coordinate the Certificates of Appreciation for the 5 District winners and one for the State winner.
5. The Chairman will contact the District Deputies to assure they will be at the PGA Luncheon to escort their District winner.
6. The Chairman will help coordinate the Luncheon and flowers for the 5 winners. Lunch for the Chairman and the 5 winners will be hosted by the State Association.

## **District Leaders:**

1. To see that all the items above are carried out as described / detailed.