



2020 Project Reports

Communities are judged on what they can accomplish with the resources they have available. In order to participate in the MCB Community Awards and Judging and to be eligible for other awards through the MCB program, communities and neighborhoods must submit a Project Report for each project. This serves the following purposes:

1. It serves to inform the judges about your community betterment program, accomplishments and youth involvement.
2. The Project Reports are the only source of information used to select which communities receive an online visit from the judges. It is the principal source of information used to select the Gene Speichinger Community of the Year and the J.C. Smith Youth Group of the Year award winners.

In addition to the above reasons, Project Reports can be wonderful historical documents for the community. They can be a marketing tool to show to prospective businesses and other people interested in moving to the community. They also contain a wealth of information that can be shared with other communities.

The Project Report should be a document that explains, reflects and informs others about the community betterment projects and youth involvement. Projects chosen for the reports should exemplify and typify the community's process of visioning, assessment, goal setting, planning and implementation.

Communities participating in the MCB Community Submission and Awards have two opportunities to inform the judges about their accomplishments: Project Submissions and the judges' online visit. Both opportunities are limited because of the amount of time the judges have to complete their task. If more documentation is presented in the Project Report than the judges can review, absorb and retain, then the process becomes counterproductive. We suggest that you select the most important and impactful projects.

The total number of pages for each Project Report should be a maximum of 3 pages. The first page should be the Project Summary Outline. The next document should be a narrative about the project (maximum of two typed pages, single spaced in a 12-point font.) This is for the community project entries as well as the youth project entries.

Outline of Project Report Format

The submission should include:

- Cover page - one page for all projects submitted, your community name and the year
- List of 2020 submitted projects (community and youth) as well as a list of the projects from the past 2 calendar years. If you did not submit projects for one or both of those years, please state that. This can all be included on one page.
- Project Summary Outline followed by the 2-page narrative about the project. This should be for each of the (up to) 5 community projects and (up to) 2 youth group projects. Fewer projects can be submitted if desired.

Projects

The project year is **July 1, 2019 to June 30, 2020**

On one page, list the projects you want to emphasize this year. The number of projects may include: 1. Up to five community projects (if submitting for a Community Project Judging), 2. Up to five community projects and up to two youth projects (if submitting for Community and Youth Project Judging.) 3. Up to two youth projects (if submitting for Youth Project Judging only). On a second page, list the projects you used last year (2019) and those for the year before (2018) unless you are a community entering for the first time. Those communities should state they did not participate in the 2018 or 2019 Awards and Submissions.

Each project must be a stand-alone project. Grouping or consolidating of more than one project will result in a reduction of points.

The project reports for a **community and youth group entry** should contain **no more than 3 pages each and feature no more than seven projects**. There may be up to five community projects and up to two youth group projects.

Youth Group projects may be submitted by both formally and informally organized youth groups.

There should be a narrative about each project that includes: who initiated the project, which section of the MAP tool would it fit within, number of volunteers, and cost. Designate which projects were worked on by your community betterment organization and which ones were done entirely by others. Provide documentation to substantiate your projects on the Project Summary Outline. (Proof of funding, grants, etc.) **A project summary page is to be placed before each project submitted and counts in the total number of pages.**

NOTICE: Failure to follow these instructions will result in the reduction of points.

“Town Square Fair” Event at the MCB Fall Conference

Communities wishing to participate will create a table display highlighting the unique features of their community and incorporate information about the project they are submitting as their “People’s Choice” contender (one of the 5 community or 2 youth projects, not an additional project). This provides an opportunity for participants to market their community to the other communities, sponsors, and attendees by providing them with information on local businesses and products, tourist attractions in the region, and the events and improvements the local community betterment organization has completed from the previous year.

People’s Choice and Best Display Awards: These awards will be voted on in-person by conference participants on the first night of the conference. One vote per person, and you cannot vote for your own community’s project. Certificates for the winning project and display will be given out at the awards luncheon at the conference. The concept (to be further developed) is to have the participating communities in the town square fair provide a 3-5 minute “speed dating” style pitch to inform small groups about their chosen project (each community can only choose 1 of their projects to compete in the people’s choice award). More details about the activity will be shared soon.

This is an opportunity for your organization to highlight your community and your projects in a creative way. You must notify the MCB office of your intent to participate in the event by **July 31st**.

For further information, clarification or questions contact Elaine Campbell, MCB Board, at decamcoinc@yahoo.com or 417-260-0043.

Good luck!

MCB Board of Directors



Missouri Community Betterment Educational Fund, Inc.

MCB Permission Statement

I hereby give Missouri Community Betterment Educational Fund, Inc. permission to use my name, photograph, any information submitted in conjunction with the MCB Awards Program, information about my circumstances and assistance provided to me by MCB. I understand that this will be used only in educational materials such as MCB brochures, website materials or news releases to help others understand how MCB programs can help rural communities. This information is not to be used for any commercial, money-making purpose. I will be allowed to review the material relating to me and approve of its accuracy. This information may be released by MCB for the purpose of conducting outreach activities with the general public. I understand that by signing this consent form, I am waiving any privacy interests I may have in relation to this information under the Privacy Act, 5 U.S.C. 552a, the Freedom of Information Act, 5 U.S.C. 552, and the Trade Secrets Act, 18 U.S.C. 1905.

*Please complete the following information and return to:
Missouri Community Betterment, P.O. Box 842, Mexico, MO 65265
Or via e-mail: decamcoinc@yahoo.com
by June 30, 2020.*

Name: _____

Organization: _____

Address: _____

Phone: _____

Email: _____

Signature: _____

Date: _____



Missouri Community Betterment 2020 Awards Program Community Entry Form

Please complete and return this form postmarked by June 30. Submission of the form will indicate that you intend to participate in the judging and awards. List **up to five** projects that you plan to feature in your Project Report Submission and present to the judges during their visit (**youth group projects should be submitted on the separate youth group entry form**). Return the form to: Missouri Community Betterment, P.O. Box 842, Mexico, MO 65256 or via e-mail at: decamcoinc@yahoo.com

Name of Community/Neighborhood	Population (MCB Staff will enter this information using MERIC)
Name of Community Betterment Organization	Phone
Name of Adult Chairperson	FAX
Address	Zip Code
City	E-Mail Address

The following projects will appear in your Project Report and will be the primary focus of the judges.

- 1.
- 2.
- 3.
- 4.
- 5.

Please attach a sheet to this form with the name, address, phone and email address for your mayor, Chamber of Commerce and other community betterment members that wish to receive Missouri Community Betterment information

For MCB office use only: Date received _____ By _____



Missouri Community Betterment 2020 Awards Program Youth Group Entry Form

Please complete and return this form postmarked by June 30. Submission of the form will indicate that you intend to participate in the submission and awards. List **up to two** projects that you plan to feature in your Project Submission and present to the judges during their visit. **Youth Group projects may be submitted by both formally and informally organized youth groups.** Return the form to: Missouri Community Betterment, P.O. Box 842, Mexico, MO 65265 or via e-mail: decamcoinc@yahoo.com

Name of Youth Group	Population (MCB Staff will enter this information using MERIC)
Name of Community Betterment Organization	Phone
Name of Adult Chairperson	Name of Youth Group Leader
Address	Zip Code
City	E-Mail Address

The following projects will be submitted as part of your Project Report and will be the primary focus of the judges.

1.

2.

Please attach a sheet to this form with the name, address, phone and email address for your mayor, Chamber of Commerce and other community betterment members that wish to receive Missouri Community Betterment information.

For MCB office use only: Date received _____ By _____