



# KEYSTONE LEADERSHIP AWARD



## FBLA-PBL Mission Statement

Our mission is to bring business and education together in a positive working relationship through innovative leadership and career development programs.

The PA FBLA Keystone Leadership Award recognizes members who go “above and beyond” in their FBLA involvement. This award certifies a complete FBLA education including community service, leadership development, competitive events, recruitment, publicity, and professional development. This award recognizes participation in promoting the 2011-2012 state goals and plan of work.

### Who is eligible to receive the Keystone Leadership Award?

To qualify for this award, students must have been active FBLA members in their high school chapter for at least *two* years.

### What will you receive for attaining this award?

Each recipient will receive:

- A Certificate of Achievement and appropriate gift
- Recognition at the State Leadership Conference – this award does not qualify you for the SLC, but if you are attending in another capacity, you will be recognized on stage
- Inclusion on the Keystone Leadership Award Honor Roll published in the FBLA Penn Pal and on the PA FBLA website

### How do you apply for the award?

FBLA members must complete **15** out of the **23** items listed on the entry form. **All applicants must complete Item #1 under Service, #1 under Education and #1 under Progress in order to be considered for this award.** The entry form and required documentation must be **received by March 1, 2012**. All entries become the property of PA FBLA and will not be returned. Submit all entries to:

**Cooper J. Nordquist  
PA FBLA President  
Stroudsburg High School  
1100 West Main Street  
Stroudsburg, PA 18360**

# KEYSTONE LEADERSHIP AWARD



## Entry Form



To qualify for this award, students must have been active FBLA members of their high school chapter for at least **two** years (including the 2011-2012 school year). Members must also complete **15** of the **23** items listed below. **Just complete and submit this form, together with all required documentation—all materials must be received by March 1, 2012 in order to be eligible.**

**NOTE: All applicants must complete Item #1 under Service, #1 under Education and #1 under Progress in order to be considered for this award.**

### SERVICE

*Includes activities that improve the member's school, community, area businesses, and/or state.*

1. **\*Required\*** Complete 3 months worth of requirements for the Big 33 Community Service Project.  
**(Attach copies of your monthly community service submissions on Big 33 Forms – MUST send in at least 3 months or the equivalent of 1 quarterly submission)**
2. Participate in an activity to benefit the current state project – The American Heart Association  
**(Attach a typed description of 100 words or less)**
3. Participate in a national or state FBLA program/activity such as American Enterprise Day, Job Shadow Day, Community Service Day, Great Strides Walk, and Casual for a Cause, etc.  
**(Attach a typed description of your involvement in 100 words or less)**
4. Obtain at least two \$50 sponsors for the State Leadership Conference Awards Program. The checks should be mailed to:  

Mr. Bruce E. Boncal  
PA FBLA Executive Director  
PO Box 5085  
Jersey Shore, PA 17740  
Postmarked by February 19, 2012  
*(On a separate sheet list the names of the sponsors and the amount donated)*
5. Prepare a short report on an activity completed by your chapter for a local service organization. The report should contain the following: Mission Statement, brief history, services provided, etc.  
**(Attach a copy of the report)**

## EDUCATION

*Includes activities, studies and curriculum that prepare the student for corporate America, Entrepreneurship, and Continuing Education.*

1. **\*Required\*** Fulfill the requirements for either the national Membership Madness or Membership Mania promotion. National and state dues must be submitted by the date of your Regional Leadership Conference but no later than January 31, 2012.  
**(Attach a typed list of new members and the date their dues were submitted)**
2. Attend your 2011-2012 Regional Leadership Workshop and/or Regional Leadership Conference.  
**(Indicate on a separate sheet the date and location of each & your adviser's signature verifying your attendance)**
3. Arrange for a businessperson to speak at a local chapter meeting.  
**(On a separate sheet indicate the name, date and the subject discussed)**
4. Participate in a competitive event at the regional, state or national level.

Event \_\_\_\_\_ Conference \_\_\_\_\_ Adviser's Initials \_\_\_\_\_

5. Read an article from a recent issue of a business magazine (i.e. Forbes, Business Weekly, Money Magazine, etc.) & summarize the article.  
**(Attach a copy of the typed article summary. Indicate the title of the article and issue of the magazine)**
6. Apply for one of the FBLA scholarships offered to members  
**(Indicate on a separate sheet the name of the scholarship)**
7. Become a member of the National Business Honor Society – Pennsylvania FBLA Division

Member since : \_\_\_\_\_ Adviser's Initials \_\_\_\_\_  
Enter Date Here

## PROGRESS

*Include activities that promote the organization at the local, regional, state, and national levels.*

1. **\*Required\*** Participate in an activity to promote FBLA-PBL Week in February. This can include: designing a poster to promote FBLA, putting announcements on about FBLA, talking to administration or community leaders about FBLA, etc.  
**(Attach a typed description in 100 words or less of the activities done and how they benefited your school/community)**
2. Currently serve as a local, regional, or state officer.

Position(s) held: \_\_\_\_\_

**PROGRESS (cont.)**

*Include activities that promote the organization at the local, regional, state, and national levels.*

3. Submit one article to Caitlin Muldowney, State Reporter, for inclusion in the *Penn Pal*.  
**(Attach a copy of the article submitted & the letter of receipt from Caitlin Muldowney, State Reporter)**
4. Make a presentation about FBLA in one of your classes. **(The class cannot be an FBLA class.)**  
**(Attach a typed description in 100 words or less of the experience and its outcome)**
5. Create a slide presentation (minimum 10 slides) to recruit FBLA members.  
**(Attach a hard copy of the slide presentation. This can be either a CD or a printed copy of the slides)**
6. Visit a school that does not have an FBLA chapter and encourage the establishment of one.  
**(Attach a typed description of 100 words or less including the name and address of the school visited and a description of the experience and its outcome)**
7. Design a flyer or a poster to market FBLA within your school or community.  
**(Attach a copy of the flyer or poster and a brief description of the activity)**
8. Create a local chapter newsletter describing past or upcoming events  
**(Attach a copy of the newsletter)**
9. Obtain a corporate sponsor for PA FBLA. Interested corporate sponsors should be put in touch with: Mr. Bruce E. Boncal, PA FBLA Executive Director (bboncal@pafbla.us)

Sponsor Name \_\_\_\_\_ Adviser's Initials \_\_\_\_\_

10. Recruit at least one Professional Division Member

Professional Division Member Name: \_\_\_\_\_ Adviser's Initials \_\_\_\_\_





# MEMBERSHIP INFORMATION



Member's Name \_\_\_\_\_

Chapter Name \_\_\_\_\_

School Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

School Phone \_\_\_\_\_

Local Adviser Name \_\_\_\_\_

Local Adviser Signature \_\_\_\_\_

Chapter Number \_\_\_\_\_ Date \_\_\_\_\_

(For Office Use Only)

Date Received \_\_\_\_\_ Received By \_\_\_\_\_

Date Postmarked \_\_\_\_\_

Award Completed:                      Y                      N

(If No) Items NOT Completed \_\_\_\_\_

Verified By \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**Members will be notified at the State Leadership Conference if they have received this award. If you are not in attendance at the SLC, and you do meet the necessary qualifications to receive this award, it will either be given to your adviser if in attendance at the SLC or it will be mailed to you.**