

KEYSTONE LEADERSHIP AWARD

The PA FBLA Keystone Leadership Award recognizes successful members for all of their FBLA involvement. This award certifies a complete FBLA education including community service, leadership involvement, competitive events, recruitment, publicity, and professional development. This award is designed to acknowledge those who participate in the promotion of the 2016-2017 State Goals and Plans of Work.

Eligibility

- ▼ Active FBLA member for at least two consecutive years, including the 2016-2017 application year.
- ▼ Successful completion of the requirements listed.
- ▼ Have not received this award before.

Recognition

- ▼ Certificate of Achievement and a small gift.
- ▼ If in attendance, recognition on stage at the State Leadership Conference.
- ▼ Recognition on the Keystone Leadership Award Honor Roll published on the PA FBLA website as well as in the Penn Pal.

How to Apply

- ▼ Members must complete 12 of the 24 items.
- ▼ All applicants *MUST* complete Item #1 under Service, Education, AND Progress in order to be considered for the award.
- ▼ Submission of these items must be done using a Wufoo form found at the following link:

<https://pafbla.wufoo.com/forms/20162017-keystone-leadership-award/>

This link will also be made available on the PA FBLA website.

- ▼ *It is IMPERATIVE that you collect ALL information before starting to work on the form as you cannot save it and come back to it!*

MAKE SURE YOU UPLOAD ALL THE REQUIRED FILES

All items must be completed, verified by an FBLA adviser, and submitted by **March 1, 2017.**

Members will be notified at the State Leadership Conference if they have won this award. If not in attendance, the award will be given to their adviser or it will be mailed to their school.

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Members must complete 12 of the 24 items listed below and submit BY MARCH 1, 2017 using the Wufoo link provided.

SERVICE

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

1. *REQUIRED-** Complete 3 months' worth of requirements for the Big 33 Community Service Project. **(Upload a PDF file of the email verifications received from Wufoo when Big 33 form was successfully submitted, must include all three months.)**

2. Participate in an activity to benefit the state project, the National Kidney Foundation. **(Upload a typed description of your involvement, 75-150 words.)**

3. Participate in a national or PA FBLA program such as American Enterprise Day, Job Shadow Day, Community Service Day, etc. **(Upload a typed description of your involvement, 75-150 words.)**

4. Obtain at least two \$50 sponsors for the State Leadership Conference Awards Program and mail the checks to our Executive Director at:

Mr. Bruce E. Boncal
PA FBLA Executive Director
PO Box 5085
Jersey Shore, PA 17740

Postmarked by February 21, 2017

(Include a list of the names of sponsors and the amount donated.)

5. Prepare a report on a community service activity your chapter completed. The report should contain: the project's Mission Statement and services provided.

(Upload a copy of the report.)



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EDUCATION

Includes activities, studies, and curriculum that prepare students 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, 2017.
(Upload a list of new members and the dates their dues were submitted.)
- 2.** Attend your 2016-2017 Regional Leadership Workshop or Conference.
(Upload a document that lists the date and location of each event attended and your adviser's signature verifying your attendance.)
- 3.** Arrange for a business person to speak a local chapter meeting.
(Create a list of the business person's name, date of meeting, and topic presented.)
- 4.** Participate in a competitive event at the regional, state, and/or national level.
(Upload a document that lists the event, conference(s), and your adviser's signature verifying your participation.)
- 5.** Read and summarize an article from a business magazine such as Business Weekly, Forbes, etc.
(Upload a typed document of the summary, including the title of the magazine, the issue date, and the article title.)
- 6.** Participate in a job shadow to learn about a career you may be interested in.
(Upload a short description of your experience, including: where you job shadowed, the name of the person you shadowed, and the career/job you shadowed.)
- 7.** Apply for one of the FBLA scholarships offered to members.
(Enter the name of the scholarship(s) applied for.)
- 8.** Become a member of the National Business Honor Society-Pennsylvania FBLA Division.
(Upload a document that lists when you became a member and include your adviser's signature for verification.)



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PROGRESS

Includes 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 be done by members promoting FBLA directly to individual students or through school wide or community involvement activities. Be sure to submit an article outlining your activities to the Penn Pal to be published, as well!

(Upload a short description, between 75-150 words, of your activities.)

2. Currently serve as an officer at the local, region, or state level.

(Create a list of all positions currently held.)

3. Submit one article to Allison McGeehan, PA FBLA State Reporter, for the Penn Pal.

(Upload a copy of the article and the letter of receipt from Allison McGeehan, PA FBLA State Reporter.)

4. Make a presentation about FBLA to one of your **non-FBLA** classes.

(Upload a typed description of the experience and outcome in 75-150 words.)

5. Create a slide show, minimum of 10 slides, to recruit FBLA members.

(Upload a copy of the presentation.)

6. Visit a school that does not have an FBLA chapter and encourage the establishment of one.

(Upload a typed description of 75-150 words including the name and address of the school visited, your experience, and the outcome.)

7. Sign your chapter up to participate in the Adopt a Chapter Mentorship Program.

(Submit a summary of what your chapter has done to assist the LITTLE chapter you have been paired up with).

8. Design a flyer or a poster to market FBLA within your school or community.

(Upload a copy of the flyer or poster created.)

9. Create a local chapter newsletter describing past or upcoming events.

(Upload a copy of the newsletter or a link to view it online.)

10. Obtain a corporate sponsor for PA FBLA. Interested sponsors should be put in touch with: Mr. Bruce E. Boncal, PA FBLA Executive Director (bboncal@pafbla.us).

(Upload a document with the Sponsor's Name(s) and your adviser's signature for verification.)

11. Recruit at least two Professional Division Members.

(Upload a document that lists the Professional Division Member's Name(s) and your adviser's signature for verification.)

