

GFWC Delaware Entry Schedule

As our deadlines approach, please consult your workshop folder of information previously provided. Below is a schedule of deadlines and suggestions for Club Presidents and State Chairmen receiving Entries to be judged.

CLUB PRESIDENTS

February 19, 2026

Club Entries are due at the GFWC Delaware Winter Executive Board Meeting.

Make 4 copies: One for club records; the State President, Dean of Programs, and State Chairman.

Labeled boxes will be provided at the Board meeting.

STATE CHAIRMEN

Between now and February 19 procure three judges, if possible, to judge your Club Entries.

February 19, 2026

- Accept all Entries in your box. Look at them all before you leave! Occasionally another Entry is placed incorrectly. Record all Entries/Cover Sheets received on 2/19/26. All must be dated or time-stamped by midnight, February 19, to be judged. In fairness, if an Entry is received *after* the deadline, it will *not* be judged – but statistics will be counted.

By February 22

- Read narratives; look for cross-reporting and personal names. Contact the President or Dean if you have *any* questions.
- Prepare for the judges: Remove Cover Sheets; retain. Make copies of the narratives for the number of judges you've obtained.
- Copy appropriate Judge's Scoring Sheets and *attach one to every Entry*.
- Using the Club Membership Categories guide, match the narrative to their Category. Clip the same membership categories together for judging. Explain the reason to the judges.
- Provide a reference copy of the GFWC Club Manual section of your category and discuss it with your judges. Remember, they are NOT GFWC members! Tell them who we are and what we do.
- Follow the timeline you've established with your judges. Deliver and retrieve accordingly.

By March 5

- Once judging is complete, write your Top 10 list and State Chairman's Activities report. Follow the State Chairman samples and guidelines provided earlier in your folder (or last year's report) for reference.
- Submit your list and Chairman's report w/judges scoring sheets to the Dean of Programs.
- Submit your list and Chairman's report to the State President. She will complete the State Statistical and Affiliate Organizations State Data fillable Forms.
- Do NOT send any copies to any GFWC Chairman unless you are a Contests Chairman!
- Email a list of winning clubs (or individuals in contests) in each category to the Dean of Programs for Awards preparation.
- You're done!! Celebrate!

