

THE HALL OF FAME HANDBOOK



DISTRICT PQD AWARDS, 2022-2023 DISTRICT 105, REGION 11



Dear Club Leader,

Excellence is not a destination; it is a continuous journey that never ends.

Brian Tracy

It gives us tremendous pleasure to present to you the “District 105 Hall of Fame Awards” that are meant to recognise those Clubs who not only achieve their goals but surpass them by excelling in the spheres of Education, Growth, and Marketing.

Clubs who achieve these prestigious awards can be assured that their success was all-round, and their contributions have made an impact on their members and the District.

The Hall of Fame Award can be achieved at three levels – Gold, Silver, and Bronze each depending on the number of points your club achieves based on fulfilling the criteria.

This handbook entails to describe the various contributing aspects to achieve the award and the criteria for each. We hope that you will refer to this continuously throughout this term as you lead your club to Excellence. This pursuit will not only bode you well for this term but will also setup your Club for success in the years to come.

The District 105 Program Quality Team wishes you the best as you undertake this continuous journey while we always remain at your disposal for any support.

PROGRAM QUALITY TEAM

District 105



HALL OF FAME ACHIEVEMENT SUMMARY

S. No	Hall of Fame Goal	Maximum Points
PROGRAM QUALITY		
1	Education Sessions	6
2	Super 7 COT	10
3	100% Pathways Adoption	6
4	Distinguished Club Status	10
5	Club Success Plan	6
6	Organise Contests	8
7	Judges Training	6
8	Parliamentary Procedures Training	2
9	Mentoring Program	5
10	Volunteer Roles	3
11	District Council Meeting	4
12	Club Excom Meeting	4
CLUB GROWTH		
13	Conduct Moments of Truth	4
14	Submit Moments of Truth Actions	4
15	Club Renewals	8
16	Smedley Award	5
17	Talk Up Toastmasters Award	5
PUBLIC RELATIONS		
18	Club Newsletter or Podcast	4
TOTAL POINTS		100



HALL OF FAME AWARD CRITERIA 2022-2023

Award Level	Required Points	Club DCP Status	Cut-Off Date
Bronze	71-80	N/A	30 April 2023
Silver	81-90	N/A	30 April 2023
Gold	91-100	President's Distinguished	30 April 2023

GENERAL NOTES:

- I. Only one entry per Club is allowed. Any duplicate entries will not be considered.
- II. Clubs should submit the applicable documents on the District website based on the cut-off date indicated per item. The submission beyond the cut-off date will not be possible.
- III. For those points where submission on District website is not mentioned, the information will be extracted from the Dashboard.
- IV. All Achievements need to be completed on time and in line with all aspects stipulated in the respective Achievements Descriptions in the subsequent part of this document.
- V. The President / VP Education of a club are required to verify and authenticate supporting documents for correctness and completeness, prior to submission.
- VI. Requests for clarifications / additional information from District PQD team should be responded to on a priority basis.
- VII. The Decision of District PQD shall be final and binding for all Hall of Fame Awards Entries.





Education Sessions

Awards Category Program Quality

Criteria

Club conducts at least 3 education sessions in Club. Education sessions must be from Successful Club / Better Speaker / Leadership Excellence series.

The education sessions should be conducted as follows:

- Before 30th September 2022 - **2 points**
- Before 31st December 2022 - **2 points**
- Before 31st March 2023 - **2 points**

The Successful Club Series

<https://www.toastmasters.org/resources/the-successful-club-series-set>

The Better Speaker Series

<https://www.toastmasters.org/resources/the-better-speaker-series-set>

Leadership Excellence Series

<https://www.toastmasters.org/resources/the-leadership-excellence-series-set>

Cut-Off Date

As per the deadlines listed above. Submission will not be allowed beyond the indicated deadline.

For 30th September 2022 submission – **Deadline October 15th 2022**

For 31st December 2022 – **Deadline January 15th 2023**

For 31st March 2023 – **Deadline April 15th 2023**

Supporting Documents

Submit to the District Website - Proof of conducting the educational sessions.



Super 7 COT

Awards Category
Program Quality

Criteria

All 7 Club Officers attend both rounds of Club Officer Training.

Cut-Off Date

Please attend the District sponsored Club officers training program when announced

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



100% Pathways Adoption

Awards Category
Program Quality

Criteria

All members of the Club should have chosen a Pathway.

Term 1 - Members appearing in the roster as of October 31st 2022 are enrolled into pathways – **3 points.**

Term 2 – Members appearing in the roster as of April 30th 2023 are enrolled into pathways– **3 points.**

Cut-Off Date

Term 1 – October 31st 2022

Term 2 – April 30th 2023

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



Distinguished Status

Awards Category
Program Quality

Criteria

- Club achieves President's Distinguished Status - **10 points**
- Club achieves Select Distinguished Status - **6 points**
- Club achieves Distinguished Status - **3 points**

Cut-Off Date
30th April 2023

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



Club Success Plan

Awards Category

Program Quality

Criteria

Club has completed and submitted Club Success Plan to Club Central on TMI website.

- 1st submission of Club Success Plan before 30th September 2022 - **3 points**
- 2nd submission with goals achieved by 31st January 2023 - **3 points**

Cut-Off Date

As per the deadlines listed above. Submission will not be allowed beyond the indicated deadline

For 1st submission before 30th September 2022 – **Deadline is October 15th 2022**

For 2nd submission with goals achieved by 31st January 2023 – **Deadline is February 15th 2023**

Supporting Documents

Submit to the District Website – The documents of the Club Success Plan and the document with the goals achieved before the deadline.



Organise Contests

Awards Category

Program Quality

Criteria

All 4 English contests are organised - **2 points per contest.**

Cut-Off Date

Submission will not be allowed beyond the deadline of 31st March 2023.

Supporting Documents

Submit to the District Website - Meeting agenda / invites/ flyers of each contest.



Judges Training

Awards Category

Program Quality

Criteria

Minimum of 3 judges attend Judges Training.

Cut-Off Date

As per announcement by the PQD team.

Supporting Documents

No documents are required for submission. Data will be taken from registration records.



Parliamentary Procedures Training

Awards Category

Program Quality

Criteria

Minimum of 2 members from the Club attend Parliamentary Procedures Training.

Cut-Off Date

As per announcement by the PQD team.

Supporting Documents

No documents are required for submission. Data will be taken from registration records.



Mentoring Program

Awards Category

Program Quality

Criteria

A formal mentoring program at the club to be submitted.

Cut-Off Date

Submission will not be allowed beyond the deadline of 30th April 2023.

Supporting Documents

Submit to the District Website – Formal mentoring program in any format the club prefers.



Volunteer Roles

Awards Category

Program Quality

Criteria

3 members Volunteer as Speech Contest Role players at the Club and Area level (except Chief Judge, Judges)

Cut-Off Date

Submission will not be allowed beyond the deadline of 30th April 2023.

Supporting Documents

Submit to the District Website – Names and proof of listed volunteers (like agenda, flyers) taking the indicated roles.



District Council Meeting

Awards Category

Program Quality

Criteria

President and VPE attend 1st District Council Meeting.

Cut-Off Date

As per announcement by the District Leadership Team.

Supporting Documents

No documents are required for submission. Data will be taken from registration records.



Conduct Club ExCom Meetings

Awards Category

Program Quality

Criteria

Club Conducts at least 4 ExCom meetings throughout the term in two periods.

Period 1 with 2 ExCom meetings by 31st December 2022- **2 points**

Period 2 with 2 ExCom meetings by 15th March 2023- **2 points**

Cut-Off Date

As per the deadlines listed above. Submission will not be allowed beyond the indicated deadline.

For 31st December 2022 submission – **Deadline January 15th 2023**

For 15th March 2023 submission – **Deadline March 31st 2023**

Supporting Documents

Submit to the District Website – Proof of meetings like meeting agenda and/ or minutes of the meeting.



Conduct Moments of Truth

Awards Category

Club Growth

Criteria

Club conducts MOT before 30th October 2022.

Cut-Off Date

As per the deadlines listed above. Submission will not be allowed beyond the indicated deadline.

For 30th October 2022 submission – **Deadline November 15th 2022.**

Supporting Documents

Submit to the District Website – Proof of conducting MOT like the agenda or flyer of the meeting in which the MOT was conducted.



Submit Moments of Truth Actions

Awards Category

Club Growth

Criteria

Club submits MOT Action items to Area Director before 15th December 2022.

Cut-Off Date

As per the deadlines listed above. Submission will not be allowed beyond the indicated deadline.

For 15th December 2022 submission – **Deadline December 31st 2022.**

Supporting Documents

Submit to the District Website – Proof of sending the MOT Action Items to Area Director.



Club Renewals

Awards Category

Club Growth

Criteria

- Club completes its renewals.
- Renewed before 30th September 2022 - **4 points**
 - Renewed before 31st March 2023 - **4 points**

Cut-Off Date

Renewal payments to be completed on/ before September 30th 2022 as well as on/ before March 31st 2023.

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



Smedley Award

Awards Category

Club Growth

Criteria

Club Achieves Smedley Award.

Cut-Off Date

The Smedley Campaign ends by September 30th 2022.

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



Talk Up Toastmasters Award

Awards Category

Club Growth

Criteria

Club Achieves Talk Up Toastmasters Award.

Cut-Off Date

The Talk Up Toastmasters Campaign ends by March 31st 2023.

Supporting Documents

No documents are required for submission. Data will be taken from TMI records.



Club Newsletter or Podcast

Awards Category

Public Relations

Criteria

Club produces and publishes the following:
2 Newsletters or 2 Podcasts or 1 Newsletter and 1 Podcast
4 points

Cut-Off Date

28th February 2023

Supporting Documents

Submit to the District Website – Upload the newsletter and/ or the link to podcast.