



September 2012

To: State Court Regents

From: Vickie Feist, National Newsletter Chairman

Re: 2013 National Newsletter Contest

The state court newsletter is just one way to communicate to the members of your state current activities, upcoming events and special projects the state may be planning. The newsletter is of special interest to those courts that are unable to attend meetings and workshops.

In addition to state court news, the newsletter is also a way to relay CDA information from the national level. The state court newsletter also serves as a means to follow up on special events in your state and local courts and can very easily be a recruiting tool.

Please remember that your newsletters are judged specifically on their content, not whether they are printed in black and white or color or how many pages it contains. What is important is the coverage of your local, state and national CDA news.

In addition to this letter, the 2013 Newsletter Contest Guidelines and the State Court Cover Sheet are included. If you are not the newsletter editor, it is very important that you send her a copy of this packet before she begins getting the newsletters ready for the 2013 contest.

As the National Chairman I encourage all state courts to publish a newsletter and participate in the 2013 contest. We need everyone to be involved to support our local, state and national programs and contests. A newsletter is the best way to communicate your activities, goals, and amazing accomplishments!

Approved by:

Anne Nelson
National Regent



STATE COURT 2013 NATIONAL NEWSLETTER CONTEST GUIDELINES

To be eligible for the **2013 National Newsletter Contest**, all entries **must be POSTMARKED ON OR BEFORE MAY 1, 2013** Newsletter entries will not be accepted for judging after the deadline.

State Courts will submit their newsletter contest entries to the National Chairman.

Newsletters will be judged on the following categories: **Layout:** appearance, neatness, use of white space, and contain all required elements; **Headlines:** interest, appeal; **Coverage** of local, State and National news and projects; Journalistic **Style:** Readability, spelling, objectivity; and Special **Features;** Art, humor, etc.

Failure to comply with any of the following guidelines will result in automatic disqualification.

Requirements for State Court entry: Each newsletter must include the following:

1. The name, address and contact information of the State Regent, City and State of State Court.
2. Number of copies distributed per issue **at the present time.**
3. All newsletters are required to include the Mission Statement located at the bottom of this page and any of the Catholic Daughters of the Americas registered logos that can be located at www.catholicdaughters.org
4. Must include the Category and Division in which it is to be entered.
5. Send **three (3) copies of each of the last three issues and include THREE (3) COVER SHEETS.**
6. **ATTACH ONE COVER SHEET, COMPLETE WITH ALL THE REQUIRED INFORMATION TO EACH SET OF NEWSLETTERS, SIGNED BY THE STATE REGENT, STATING THESE ARE THE IDENTICAL NEWSLETTERS MAILED/EMAILED TO THE ENTIRE MEMBERSHIP.**
(Cover Sheet Included in packet)

Entries must be sent to: **Vickie Feist**
National Newsletter Chairman
311s Lincoln Ave
Pierre, SD 57501
605-945-0440 lfeist2@pie.midco.com

STATE COURT NEWSLETTER: FOUR CATEGORIES - TWO DIVISIONS

CATEGORY	I -----	100 or less copies per issue
CATEGORY	II -----	More than 100 but less than 1,000 copies per issue
CATEGORY	III -----	1,000 or more copies per issue
CATEGORY	IV -----	Newsprint (Regardless of the number of issues – No Division)
DIVISION	I -----	States publishing 4 or more issues per year.
DIVISION	II -----	States publishing less than 4 issues per year.

MISSION STATEMENT

Catholic Daughters of the Americas strives to embrace the principle of faith working through love in the promotion of justice, equality and the advancement of human rights and human dignity for all.



**Catholic Daughters of the Americas
National Newsletter Contest
STATE COURT Cover Sheet**

State Court _____

Name of State Regent _____

Address _____
City / State Zip Code

Telephone Number (Area Code) _____

Email _____

Issues Mailed _____ Issues Emailed _____

Category _____

Division _____

State Regent's Signed Statement

I verify that these are the identical newsletters submitted in the same original form mailed to the membership and that no part has been altered for judging.

State Regent _____

Instructions

**Postmarked Deadline for newsletter entries to be sent to the National Chairman:
On or before May 1, 2013.**

1. Complete Cover Sheet
2. Make three (3) copies of Cover Sheet
3. Attach one (1) copy of Cover Sheet to each set of newsletters
4. Send entries to National Chairman:

**Vickie Feist
National Newsletter Chairman
311 S Lincoln Ave
Pierre, SD 57501
605-945-0440**

lfeist2@pie.midco.co



Catholic Daughters of the Americas
 2013 NATIONAL NEWSLETTER CONTEST
 State Court Scoring Sheet

State Court _____

Location: _____

Category _____

Division: _____

State
Regent

Max Points	Categories	Judge's Score
20	LAYOUT (Appearance, neatness, use of white spaces, etc.) Requirements: Mission Statement CDA registered logo, Regent or Editor contact information & Name, Number & Location of Court Comments:	
10	HEADLINES (Interest, appeal) Comments:	
20	COVERAGE (Local projects & news) Comments:	
15	COVERAGE (National projects & news) Comments:	
15	COVERAGE (State Projects & news) Comments:	
10	JOURNALISTIC STYLING (Readability, spelling objectivity) Comments:	
10	SPECIAL FEATURES (Art, humor, etc.) Comments:	
100	Total Points Possible	Total