






**UNITED STATES/MEXICO SISTER CITIES  
ASSOCIATION , INC.  
2009 ANNUAL AWARDS PROGRAM  
InstructionSheet**

**ELIGIBILITY:** The competition is open to any community in the United States with an active sister city affiliation in Mexico and is a member in good standing of the US/MSCA. Only programs conducted during 2008 will be considered.

**HOW TO ENTER:** The attached entry form must be completed and returned to the US/MSCA Director listed below with a narrative statement of activity. The statement should be in two parts.

-  A general statement about your sister city organization with details on how you are organized, number and types of committees and the work they are engaged in, how your organization is supported (e.g., fund-raising activities, dues, solicitations, city subsidies, etc.), the size of your annual budget, the extent of your involvement in your program, major projects undertaken during the year, publicity programs, visitations, student exchanges, and the variety of other exchanges your organization engages in with your Mexican affiliate" and
-  A specific statement outlining the program activity, or series of activities (conducted in 2008) on which you are basing your bid for a US/MSCA award. This should explain how the program or activity originated, how it was organized, who participated and what it achieved for your sister city organization, your community and your Mexico Sister City community, and/or for the Sister City movement in general.
-  Keep in mind that the program will be judged on the basis of initiative, innovation, leadership, spirit and dedication, as well as program success. All these aspects of your program should be stressed in your SPECIFIC STATEMENT.

**ENTRY FORM:** Your statements, both the general and specific, should be type written on standard size (8½ x 11 inches). Keep your statements as simple and brief as possible without omitting any details that are pertinent to the story of your program achievement.

**SUPPORTING MATERIAL:** Pictures, documents, news clippings, artwork, etc. are not required and will not influence the decision of the judges. However, any pictures or artwork submitted may be used later as displays for publicity proposes at an Annual Meeting and/or in the US/MSCA Newsletter or website.

**DEADLINE: ALL ENTRIES MUST BE RECEIVED NO LATER THAN DECEMBER 8, 2008 TO BE ELIGIBLE FOR THIS YEAR'S AWARDS. WINNERS WILL BE ANNOUNCED AT THE PRESENTATION CEREMONY AT THE 46TH ANNUAL CONFERENCE IN LAREDO, TEXAS. DATES FOR THE CONFERENCE WILL BE ANNOUNCED IN OCTOBER.**

MAIL ENTRIES TO:

Alice M. Vazquez  
4726 Malibu Drive  
Carpinteria, CA 93013  
[gram.mie@verizon.net](mailto:gram.mie@verizon.net)

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**ENTRY FORM (Please type or print)**

Name of your City \_\_\_\_\_ Population \_\_\_\_\_

Your Sister City in Mexico \_\_\_\_\_ Population \_\_\_\_\_

Date your affiliation was established \_\_\_\_\_

Organization Status of your Sister City Group \_\_\_\_\_  
(Citizens' Committee Incorporated Association, City Commission, etc.)

Number of active members in your Sister City Commission, etc.

Adults \_\_\_\_\_

Students \_\_\_\_\_

Names of your principal officers:

President: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Vice President: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Secretary: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Treasurer: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

PERSON SUBMITTING THE ENTRY:

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

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