

Table of Contents for NEAFCS Judging Sheets

1. NEAFCS GREENWOOD FRYSDINGER JUDGING SHEET
2. NEAFCS EDUCATOR OF THE YEAR JUDGING SHEET
3. FLORENCE HALL JUDGING SHEET
4. NEAFCS PAST PRESIDENTS' NEW PROFESSIONAL JUDGING SHEET
5. DEAN DON FELKER FINANCIAL MANAGEMENT JUDGING SHEET
6. MARY M. WELLS MEMORIAL DIVERSITY JUDGING SHEET
7. PROGRAM EXCELLENCE THROUGH RESEARCH JUDGING SHEET
8. ENVIRONMENTAL EDUCATION JUDGING SHEET
9. EARLY CHILDHOOD CHILD CARE TRAINING JUDGING SHEET
10. FOOD SAFETY JUDGING SHEET
11. NEWSLETTERS JUDGING SHEET
12. WRITTEN PRESS RELEASES JUDGING SHEET
13. RADIO/PODCAST JUDGING SHEET
14. TELEVISION/VIDEO JUDGING SHEET
15. EDUCATION TECHNOLOGY JUDGING SHEET
16. EDUCATIONAL CURRICULUM PACKAGE JUDGING SHEET
17. EDUCATIONAL PUBLICATIONS JUDGING SHEET
18. PHOTOGRAPHY JUDGING SHEET
19. INTERNET EDUCATION TECHNOLOGY JUDGING SHEET
20. MARKETING PACKAGE JUDGING SHEET
21. COMMUNITY PARTNERSHIP JUDGING SHEET
22. EXTENSION HOUSING OUTREACH JUDGING SHEET
23. CLEAN AND HEALTHY FAMILIES & COMMUNITIES JUDGING SHEET
24. FAMILY HEALTH & WELLNESS JUDGING SHEET
25. HUMAN DEVELOPMENT /FAMILY RELATIONSHIPS
26. SCHOOL WELLNESS
27. SOCIAL NETWORKING

(Distinguished Service & Continued Excellence judging sheets are not included – the criteria for these two awards are decided within the affiliate; however, DSA & CE applicants must complete an online award application)

Prepared 09/01/2009 by Marsha Lockard, VP for Awards & Recognition

Revised 9/2011 by Carol Chandler, VP for Awards & Recognition

Revised 10/2012 by Maudie Kelly, VP for Awards & Recognition



NEAFCS GREENWOOD FRYISINGER JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western	Possible	Points
					Points	Earned
Mentoring Experience	Background of mentee				30	_____
	Description of mentor/mentee experience					
	Time frame					
Impacts of Mentoring Experience	Programs/activities implemented				30	_____
	Issue Area Addressed					
	Impacts					
	Evidence of mentee & mentor involvement are shared					
Expanded Network or Professional Development Plan	Expanded network or professional development activity details				25	_____
	Objectives & Dates					
	Financial Costs					
	Anticipated Impacts/Results					
Letters of support from Mentors	Skills and effectiveness of mentee				10	_____
	Cooperation with mentor(s) Ability to work with people, be a leader, speak & write effectively					
Photo	5 X 7 photo of mentee and mentor(s)				5	_____
	Total				100	_____

Comments



NEAFCS EDUCATOR OF THE YEAR JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Accomplishments	Evidence programs are serving the current needs and interests of families Evidence of creativity, initiative, and innovative methods Evidence of impacts on families Letters of support				50	_____
Professional Improvement and Leadership	Is recognized leader in community and/or by peers Seeks to stay up-to-date in subject matter Evidence of professional growth through credit/non-credit courses, work towards an advanced degree, travel study, etc Special honors and awards				25	_____
Professional Association Participation	Active membership, participation, and leadership in NEAFCS at affiliate and national level				20	_____
Action Photo	Active participation in other professional associations 5 X 7 action photo of applicant				5	_____
	Total				100	_____

Comments



FLORENCE HALL JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Description	Situation Emphasis Goals Scale/size				15	_____
New Concerns and Emerging Issues	Methods Clientele Rural/Urban Focus				25	_____
Resources Involved	Cooperators Volunteers Special Funds				10	_____
Accomplishments	Impact Benefits Numbers Impacted How Measured Letter of Support				25	_____
Future Implications	Clientele to be served				10	_____
Other Extension Programs	Limit to Span of Nominated Project				5	_____
Support Evidence	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)				5	_____
Action photo	5 X 7 action photo of applicant or team				5	_____
Total Points					100	_____

Comments



NEAFCS PAST PRESIDENTS' NEW PROFESSIONAL JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Qualification for Award	Has not previously attended an NEAFCS Annual Session				5	_____
	In first 3 years of employment with Extension					
Program Accomplishments	Meets new concerns of needs and interests for families				20	_____
	Details involvement of others in planning and implementation				15	_____
	Provides evidence of initiative. Innovative methods, and ideas				20	_____
	Demonstrates results and future applications				20	_____
Special Honors and Awards	Any recognized awards or honors received since beginning Extension employment				5	_____
Professional Membership and Participation	Current membership in related professional associations (not including honoraries, civic organizations or service clubs)				5	_____
Preparation of Application	Letter of Support				5	_____
Action Photo	5 X 7 action photo of applicant				5	_____
Total Points					100	_____
Comments:						



DEAN DON FELKER FINANCIAL MANAGEMENT JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction		Program objectives Target audience Topic – Financial Management			15	_____
Program Description and Accomplishments		Content appropriate Delivery method described Creativity Quality materials developed Innovative methods			35	_____
Program Impact		Evaluation method/tool Results and impact Marketing Publicity			35	_____
Supporting Materials		Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)			10	_____
Action Photo		5 X 7 action photo of applicant or team			5	_____
		Total Points			100	_____

Comments



MARY M. WELLS MEMORIAL DIVERSITY JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western	Possible Points	Points Earned
Issue Identification	Timely or relevant to state or national issues Objectives clearly identified Target audience Is this a new Extension program? Was it developed with collaboration with others?				15	_____
Program Description	Innovative and creative approach Fosters respect and values of diversity and pluralism Involvement of others in planning and implementation Timely - was the project done within the past two years?				25	_____
Program Impact and Implications	Number of people reached (volunteers, participants, collaborators, etc.) Program impact data Evaluation method Application to other local, state, and national programs Ways to expand efforts Letter of support				40	_____
Plans for Use of Award Monies	Describe plans to develop further skills and/or programs and who will be involved				15	_____
Action photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____
Comments						_____



PROGRAM EXCELLENCE THROUGH RESEARCH JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Judging Criteria					15	_____
					15	_____
					25	_____
					25	_____
					20	_____
					10	_____
Action Photo					5	_____
					100	_____

Comments:



EARLY CHILDHOOD CHID CARE TRAINING JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction					15	_____
Program Accomplishments					50	_____
Program Impact					30	_____
Action Photo					5	_____
					100	_____
					Total Points	_____

Comments



FOOD SAFETY JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction	Program objectives Target audience				15	_____
Program Accomplishments	Content appropriate Delivery method described Creativity Materials developed Innovative methods				35	_____
Program Impact	Evaluation method/tool Results and impact Marketing Publicity				35	_____
Supporting Materials	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)				10	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
					100	_____
Total Points						

Comments



NEWSLETTERS JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western	Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience and resources used % of information written/prepared by applicant Information from university or USDA resources and how Extension is identified				15	_____
Content	Are newsletter goals clear from content? Is content appropriate for the audience? Does the newsletter compartmentalize information? Does it suggest alternative resources (pamphlets, web sites, 1-800 #'s) ? Does it inform readers of upcoming programs and events?				30	_____
Style	Does the newsletter consistently present information with the reader's interests and background in mind? Are the topics new, timely, fresh? Is the reading difficult for the audience? Is the language active?				25	_____
Format	Is the cover consistent from issue to issue? Does the logo or letterhead help reader to identify writer and Cooperative Extension? Do the headlines convey information? Do the graphics/pictures reproduce well? Is the paper color appropriate, does it make the newsletter easy to read? Is the white space used effectively? Do graphics enhance the information? Can newsletter get the reader's attention? Does it offer something for the 30 second, the 3 minute and the 30 minute reader?				25	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____

Comments



WRITTEN PRESS RELEASES JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Content	<u>Feature/Column:</u> Does the story capture the mood of person/ event? Is there originality? Does the interest build on fresh ideas? Does the story attract and hold the reader's attention? <u>News Story:</u> Is the material news worthy? Is essential information given? Is the material timely? Does the writer avoid editorializing and/or expressing opinions?				40	_____
Organization	Is the article organized? Are the most important facts presented first? Are the facts presented clearly so the reader understands? Was the submitted copy neat, well-spaced, and clearly reproducible? Well written, using correct grammar and uncomplicated sentences.				25	_____
Style	Does the writing style exhibit a fresh approach? Does the story attract and hold the reader's attention? Did it follow publication and/or journalism guidelines?				15	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
Total Points					100	_____



RADIO/PODCAST JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Organization and Message	Subject matter practical and relevant, educational, promotional Presented clearly and concisely Aimed at particular audience, or presented to appeal to general public Pertinent to locality? If promotional, does it accomplish goal?				30	_____
Format	Opening remarks attract attention of audience and arouse interest Questions and topics discussed flow freely, with smooth transition Topics follow logical sequence Friendly and direct “closure” Viewer prompted to “tune in again?”				20	_____
Presenter/Style	Does the show have “sparkle” and “personality”? Is the show enthusiastic and gets the information across to the audience? Are there voice variations to avoid monotonous?				20	_____
Technical Quality	Quality meets broadcast standards? Recording crisp and clear Recording level properly set and maintained				10	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
Total Points					100	_____



TELEVISION/VIDEO JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western	Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Content	Subject matter practical and relevant, educational, promotional Presented clearly and concisely Aimed at particular audience, or presented to appeal to general public Pertinent to locality? If promotional, does it accomplish goal?				35	_____
Production Techniques	Opening remarks attract attention of audience and arouse interest Questions and topics discussed flow freely, with smooth transition Topics follow logical sequence Friendly and direct "closure" Viewer prompted to "tune in again?"				25	_____
Presenter/Style	Does the show have "sparkle" and "personality"? Is the show enthusiastic and get the information across to the audience? Are there voice variations to avoid monotones?				20	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____

Comments



EDUCATION TECHNOLOGY JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Content	Educational and/or informative Clear and concise objectives Correct grammar, uncomplicated sentences and short paragraphs Screen format easy to read Designed to make the participant understand and become aware/informed/educated				30	_____
Evaluation Methods	Provides tools for showing impact to intended audience according to stated objectives. Evaluation tool included				20	_____
Appropriate Use of Technology	Power point or education technology is appropriate for the educational/promotional program. Simple and clear instructions for use				15	_____
Creativity	Original idea(s) Effective use of graphics Neat, clear, and clean cut				15	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____



EDUCATIONAL CURRICULUM PACKAGE JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Content	Accurate, credible information Research based Uses two or more communication methods – newsletters, written news, radio/podcast, television/video, PowerPoint programs, web pages, or publications Designed to make the program participant become aware/informed/educated				40	_____
Appearance	Well written and information presented in logical sequences Clear instructions for using curriculum, including equipment needs and set up User-friendly Various typographical techniques (capitals, font style, bolding font, color, etc.) used to add to the effectiveness of the pieces Effective use of graphics				25	_____
Evaluation Methods	Evaluation tools included Defined outcomes related to program objectives				15	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____



EDUCATIONAL PUBLICATIONS JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western	Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				25	_____
Content	Accurate, credible information Research based Correct grammar, uncomplicated sentences and short paragraphs Concise, with all essential information Designed to make the reader understand and become aware/informed/educated Holds the attention of the reader				40	_____
Appearance	White spaces and margins used effectively Arrangement of pages pleasing (if applicable) Various typographical techniques (capitals, font style, bolding font, color, etc.) used to add to the effectiveness of the piece Effective use of graphics Neat, clear, and clean cut				20	_____
Creativity	Attention “grabbing” Creates interest				10	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
					100	_____



PHOTOGRAPY JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Evidence of impact on audience – how was awareness increased Resources used (other agencies, businesses, special funds, etc.) How Extension is identified				25	_____
Composition	Content and photography quality: Pleasing arrangement Good subject Placement of subject Center of interest Camera angle Simplicity, lighting, framing, and background				25	_____
Photographic Quality	Technical skill as indicated by sharp focus, good contrast, lack of distortion				20	_____
Story Telling Ability	Attention “grabbing” Tells a story Creates human interest appeal Looks natural Reflects a mood				25	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
Comments	Total				100	_____



INTERNET EDUCATION TECHNOLOGY JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline	Issues and audience identified Program use and # of people reached Impact on audience Resources used Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified				15	_____
Content and Production	Correct grammar, uncomplicated sentences and short paragraphs Format easy to read and well designed for the Web Links are active from page to page Designed to make the participant understand and become aware/informed/educated				40	_____
Appropriate Use of Technology	Web page good choice for presentation Appropriate for intended audience Simple and clear instructions for use				20	_____
Creativity	Original Idea(s) Effective use of graphics Neat, clear, and clean cut Ease of page load up on internet “Easy on the eye” – page not too busy or too bold				20	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____

Comments



MARKETING PACKAGE JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		Possible Points	Points Earned
Issue or Reason for Effort	Issues identified Audience identified Relevant to Family & Consumer Science and Cooperative Extension Service Uniqueness and need for effort				30	_____	
Accomplishments	When and where marketing efforts were used Number of people reached Impact (results) from marketing effort				30	_____	
Supplementary Pieces	Application may contain three or more of the following: brochure, flyer, news release, radio spots, exhibit, web page information, or photograph Designed to make the reader respond in some positive manner Attracts immediate interest and holds attention of the user Concise, yet includes all essential information, and is neat, clear, and clean-cut Various design techniques used to add to the effectiveness of the package Do all the pieces complement each other?				35	_____	
Action Photo	5 X 7 photo of applicant or team				5	_____	
	Total Point				100	_____	



COMMUNITY PARTNERSHIP JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Description of Community Partnership	Need for partnership Evidence of collaboration with others in community (non-NEAFCS)				10	_____
Program Description	Need for program Uniqueness of program Program objectives Target audience				15	_____
Program Impact Accomplishment	Learner impact and change Program outcomes Collaboration outcomes Letters of support (2)				25	_____
Role of NEAFCS Member(s)	What did the NEAFCS member (s) contribute to the partnership effort?				15	_____
Role of Community Partners	What did community groups or agencies contribute to the partnership effort?				10	_____
Future Implications	Continuing partnership Expansion of partnership “Sun-setting” of partnership				10	_____
Supporting Materials	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)				10	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
	Total Points				100	_____

Comments



EXTENSION HOUSING OUTREACH JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction	Program objectives Target audience Topic – Housing Issues				15	_____
Program Description	Evidence that program is serving needs and interests of families Content appropriate (15) Partnerships and evidence of collaboration with Extension, agencies and organizations (10) Leadership provided to establish, implement and evaluate housing initiative (10) Unique outreach methods used to implement program, and follow-up with program participants (5)				40	_____
Program Impact	Program met goals and objectives Evidence of impact on families and community, may include adoption of practices, behavior changes, money/energy saved, reduction of risks, etc.				25	_____
Program Transferability	Program and support materials can be modeled and implemented by another Extension program				5	_____
Supporting Materials	Limited to ten (10) pieces (brochures, flyers, handouts, evaluations, photos, etc.)				10	_____
Action Photo	5 X 7 action photo of applicant or team				5	_____
					100	_____
	Total Points					

Comments



CLEAN AND HEALTHY FAMILIES & COMMUNITIES JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction	Program objectives				15	_____
	Target audience					
Program Accomplishments	Evidence that program is serving needs and interests of families				40	_____
	Content appropriate (15)					
	Partnerships and evidence of collaboration with Extension, agencies and organizations (10)					
	Leadership to establish, implement and evaluate program, follow-up with program participants (10)					
	Unique outreach methods used to implement program (5)					
Program Impact	Program met goals and objectives				25	_____
	Evidence of impact on families and community					
	Noted adoption of learned practices and behavior changes					
Program Transferability	Program and support materials can be modeled and implemented by another Extension program				5	_____
Supporting Materials	Limited to ten (10) pieces (brochures, flyers, handouts, evaluations, photos, etc., must include copy of ACI materials used)				10	_____
Action Photo	5 X 7 action photo or applicant or team				5	_____
	Total Points				100	_____

Comments:



FAMILY HEALTH & WELLNESS JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction					10	_____
Plan & Activities		Meets objectives			20	_____
		Appropriate for Audience				
		High quality				
		Useful, Feasible, Innovative				
Materials developed & Resources used		Appropriate for Audience			15	_____
		High quality				
		Useful, Innovative				
		Cost-Effective				
Partnerships or Collaborations		Expands outreach			5	_____
		Helps sustainability				
		Increases resources				
Marketing		Increases visibility for FCS			5	_____
		Informs public				
Evaluation Methods		Appropriate			5	_____
		Addresses objectives				
Evaluation & Impact Results		Total outreach			15	_____
		Provides quantitative and qualitative results				
		Cost-effective				
		Discussed implications of results				
Visibility of Program (Public Relations)		Showcases impact of program			10	_____
Future Sustainability		Plans & implications			10	_____
Action photo		5 X 7 action photo of applicant or team			5	_____
		Total Points			100	_____

Comments



SCHOOL WELLNESS AWARD JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Introduction					10	_____
Plan & Activities		Meets objectives			20	_____
		Appropriate for Audience				
		High quality				
		Useful, Feasible, Innovative				
Materials developed & Resources used		High quality			10	_____
		Useful, Innovative				
		Cost-Effective				
Partnerships or Collaborations		Expands outreach			10	_____
		Helps sustainability				
		Increases resources				
Marketing		Increases visibility for FCS and school			5	_____
		Informs public				
Evaluation Methods		Appropriate			5	_____
		Addresses objectives				
Evaluation & Impact Results		Total outreach			15	_____
		Provides quantitative and qualitative results				
		Discussed implications of results				
Visibility of Program (Public Relations)		Showcases impact of program			10	_____
Future Sustainability		Plans & implications			10	_____
Action photo		5 X 7 action photo of applicant or team			5	_____
		Total Points			100	_____
Comments:						_____



SOCIAL NETWORKING AWARD JUDGING SHEET

Name _____ Affiliate _____

Region (please circle)	Central	Eastern	Southern	Western		
					Possible Points	Points Earned
Program Outline					15	_____
Applications					20	_____
Appropriate Use of Technology					20	_____
Organization					10	_____
Creativity					10	_____
Impact					10	_____
Marketing					5	_____
Partnerships or Collaborations					5	_____
Action photo		5 X 7 action photo of applicant or team			5	_____
		Total Points			100	_____
Comments:						_____ _____

