

**2023 ACTION PLAN**  
**Committee: Awards Training**  
**Awards & Recognition Vice President – Samantha Kennedy**

**Committee Chair:** Judy Corbus, [jcorbus@ufl.edu](mailto:jcorbus@ufl.edu)

**Committee Chair-elect:** Diandria Barber, [Diandria.barber25@uga.edu](mailto:Diandria.barber25@uga.edu)

**Committee Apprentice:**

**Committee Past Chair:** Hope Wilson, [HopeWilson@email.arizona.edu](mailto:HopeWilson@email.arizona.edu)

**Strategic Plan Goal:**

Recognize and promote excellence, diversity and scholarship in NEAFCS programming

**Committee Goal:** To increase member participation in NEAFCS awards program.

**Objectives:** Educate members on how to apply for online national awards and how to put together a successful awards application package.

	What? (action steps)	Responsible for (specific name)	When? (specific date)
1.	Conduct webinar training session for awards.	Judy Corbus, Diandria Barber, Hope Wilson	1/15/2023
2.	Send email to all 2022 award winners asking them to mentor a peer to apply.	Samantha Kennedy, VP Awards and Recognition	12/15/2022
3.	Contribute to video content on the Awards website (approximately 1 minute in length). Topic: Message from Awards VP encouraging members to apply for awards.	Samantha Kennedy, VP Awards and Recognition	Due 1/10/2023 for January 2023 posting
4.	Contribute monthly Newsletter "Awards Tips" to the NEAFCS newsletter (Use Newsletter Article Templates; Max 250 words per article; Submit Headshot with article). Topic: Awards deadlines explained; awards resources	Judy Corbus	Send to Samantha Kennedy, VP Awards and Recognition by 12/25/2022 for January 2023 issue
5.	Contribute monthly Newsletter "Awards Tips" to the NEAFCS newsletter (Use Newsletter Article Templates; Max 250 words per article; Submit Headshot with article). Topic: Edit/proofread your application; have others review award application.	Judy Corbus	Send to Samantha Kennedy, VP Awards and Recognition by 1/25/2023 for February 2023 issue
6.	Contribute monthly Newsletter "Awards Tips" to the NEAFCS newsletter (Use Newsletter Article Templates; Max 250 words per article; Submit Headshot with article). Topic: Call for judges and volunteers (national).	Diandria Barber	Send to Samantha Kennedy, VP Awards and Recognition by 2/25/2023 for March 2023 issue
7.	Contribute monthly Newsletter "Awards Tips" to the NEAFCS newsletter (Use Newsletter Article Templates; Max 250 words per article;	Hope Wilson/Judy Corbus	Send to Samantha Kennedy, VP Awards and Recognition by

	Submit Headshot with article). Topic: Planning ahead for next year's awards or other topic.		3/25/2023 for April 2023 issue
8.	Offer a training for judges (national) and include an affirmation statement similar to the one in the Awards Manual (Will continue to be developed over time, especially once a rubric is created).  Develop Rubric for Judging	Diandria Barber and other Committee Members	April/May 2023
9.	Conduct an Awards Training concurrent session at Annual Session for award applicants. Possible topic "Award Bootcamp"	Judy Corbus, Diandria Barber, Diane Reinhold, Hope Wilson	2023 Annual Session/September 2023
10.	Review existing Awards Training videos to ensure they are still accurate.	Committee Members	9/14/2023
11.	Develop a guidance for affiliates about judging DSA and CE.	Judy Corbus and other Committee Members	2024