



# 2020 NEAFCS Awards Manual

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## 2020 NEAFCS Awards Manual

*Revised November 2019 by Julie Garden-Robinson, VP for Awards and Recognition*

**All awards must be uploaded to the NEAFCS website (<https://www.neafcs.org/awards>). No hard copies will be accepted by NEAFCS. State Affiliates may require hard copies. Please check your specific Affiliate Awards Manual or contact your affiliate Vice President/Chair for Awards and Recognition.**

**General Eligibility Requirements & Awards Application Information – General eligibility requirements and application procedures** apply to all awards. Please review these procedures **before completing your awards application**. Each award category below has specific eligibility requirements, application procedures, judging criteria and submission procedures.

**Community Partnership Award** – Recognizes NEAFCS members for outstanding community partnership efforts in meeting the needs of families through collaboration with group, agencies and consumers.

**Continued Excellence Award** – The award recognizes NEAFCS members who have previously received the Distinguished Service Award and continue to be actively involved in professional improvement programs, the promotion of professional development of others, and leadership.

**Distinguished Service Award** – The Distinguished Service Award is the highest award presented by the NEAFCS. The award recognizes members for leadership, educational program efforts and professional development.

**Early Childhood Child Care Training Award** – This award recognizes outstanding childcare professional training that addresses the needs of young children, birth to eight years of age.

**Educational Curriculum Package** – The award recognizes excellence in curriculum development. Application includes teaching curriculum and supporting documents.

**Environmental Education Award** – This award recognizes NEAFCS members for outstanding educational programs conducted for families and/or communities on various environmental issues/concerns.

**Excellence in Teamwork Award** – The award promotes and recognizes outstanding Extension programs conducted by a multi-disciplinary team that demonstrates effective performance and significant results.

**Excellence in Multi State Collaboration Award** – This award promotes and recognizes outstanding Extension Family and Consumer Sciences programs conducted by a multi – state team that demonstrates effective performance and significant results.

**Extension Disaster Education Award** – This award established to recognize NEAFCS members for innovative educational programs and outreach efforts that help individuals, families, or communities become more resilient and decrease the impact of natural or human-made

disasters by making informed personal decisions in all phases of disasters, including preparedness, mitigation, response, and recovery.

**Extension Educator of the Year** – This award is to recognize a professional Extension Family and Consumer Sciences Educator who is conducting outstanding educational programs that demonstrate impact on families.

**Extension Housing Outreach Award** – Recognizes NEAFCS members for outstanding housing educational programs conducted for families and/or communities.

**Family Health & Wellness Award** – Recognizes innovative programs that promote and improve the health and wellness of families in areas such as nutrition, fitness, family meals, meal planning, time or stress management, healthy lifestyle and more.

**Financial Management Award in Memory of Dean Don Felker** – This award recognizes the development of financial resource management programs which help individuals and families make decisions and plan for their present and future needs.

**Florence Hall Award** – The Florence Hall Award is presented for an outstanding program conducted by one or more NEAFCS members who have been alert in recognizing new concerns and interests of families and have involved people in planning and implementing programs that benefit families.

**Food Safety Award** – The food safety award is presented for an outstanding educational program conducted by one or more NEAFCS members who have been innovative in developing, delivering and/or determining the impact of a food safety program that makes a difference. The use of technology as a learning tool will be an important criterion in the selection of this award recipient.

**Greenwood Frysinger Award** – The Greenwood Frysinger Award is awarded to an Extension Educator in Family and Consumer Sciences with five years of experience or less who has been either formally or informally mentored. From the mentoring experience, the Educator develops, delivers, and evaluates programs which have measurable impacts.

**Human Development/Family Relationships Award** – Recognizes innovative human development / family relationship educational efforts. Focus includes child care; parenting; relationships through the life span; marriage enrichment; communications (parent/child); retirement; aging; stress management; and related issues.

**Innovation in Programming Award** – This award recognizes an innovative program that reaches a new audience or expands a current audience, a subject matter area, a new delivery method or another creative approach that is new to your work. An innovative program may be a new approach to a current program or a new effort.

**Innovative Youth Development Programming Award** – This award recognizes innovation and accomplishment in the design and implementation of an FCS program for youth (non-4-H youth audience).

**Marketing Package Award** – Recognizes NEAFCS members for outstanding marketing efforts addressing concerns and needs of children, families or communities.

**Mary W. Wells Memorial Diversity Award** – This award recognizes outstanding efforts and accomplishments of individuals and/or teams in diversity and pluralism for any Extension Family and Consumer Sciences program or activity, including staff development, advisory councils, programs, etc.

**Master Family & Consumer Sciences Volunteer Program Award** – recognizes exceptional implementation of the Master Family & Consumer Sciences Volunteer Program.

**Past Presidents' New Professional Award** – The award is presented to an outstanding new professional (5 years or less) and must be used to help defray the cost of attending the recipient's NEAFCS Annual Session.

**Program Excellence Through Research Award** – This award emphasizes the use of research results to improve existing programs or to develop new programs.

**School Wellness Award** – Recognizes outstanding school-based programs to promote and improve physical, emotional, and/or social wellness of students, staff or families of students in the school community. The use of partnerships or collaborations, evidence of program impact and sustainability are part of the evaluation criteria. Programs may include: nutrition, fitness, garden-based nutrition education, health, character education, self-esteem, farm-to-school and more.

**SNAP-Ed/EFNEP Educational Program Award** – The Snap-Ed/EFNEP award recognizes exceptional nutrition education and obesity prevention interventions and projects through complementary direct education, multi-level interventions and community and public health approaches to improve nutrition.

**Social Media Education Award** – This award was established in 2018 to recognize innovative, online social media efforts. Social media examples are, but not limited to Facebook, Twitter, Snapchat, and Instagram.

**Communications Awards** – Established in 1972 to encourage excellence in communications. These include Newsletters, Written Media, Radio/Podcast, Television/Video Award, Educational Publication, and Internet Education Technology.

## Awards Manual

### General Eligibility Requirements & Awards Application Information

#### ELIGIBILITY

1. To qualify for awards or fellowships, membership dues must be postmarked to the National Office by **December 31, 2019**. The only exception is for non-members on team award applications.
2. The team leader for a team award application must be an NEAFCS member. All NEAFCS team members must have paid their dues by December 31 as outlined in the eligibility requirements (See #1 above). Team members who are not members of NEAFCS are not eligible for scholarship or monetary awards and will receive only a certificate.
3. A member may receive only one first place individual and one first place team award as the lead author in the same year. This requirement does not include the Distinguished Service Award or the Continued Excellence Award.
4. Individuals and/or teams may submit applications in more than one category.
5. A member may submit one award application per category, either as an individual or team leader.
6. A member, as an individual or team member, **may not** receive the same national award in two consecutive years.
7. NEAFCS members are not permitted to pay dues for past years to extend the years of membership for award eligibility.
8. Award winners must receive an average score of 85 points or more to be a national winner, and an average score of 80 points or more for regional recognition. For awards with first, second and third place national winners, there will be first, second and third place regional winners.
9. If an award has more than one national winner, the same number of regional winners will be recognized.
10. Regional and National judging is conducted at the same time. Placings are determined by scores. (See No. 8.)
11. Regional and National winners are notified concurrently. Non-winners will be notified after winners are notified.
12. All awards will be presented at the NEAFCS Annual Session.
13. First place National winners will have their award submissions posted to the NEAFCS website after Annual Session.

## PROCEDURE and FORMAT

1. **Complete the online Awards Application.** Combine documents into PDF file(s) and upload into “Upload File” areas under the online Award Application site. Photo (JPEG file) should be placed into the “Upload #4” area. [Step-by-Step-award submission instructions](#) are available under the Awards page on the NEAFCS website.
2. Audio and video files can be uploaded. (File size limit per upload is 25MB.)
3. Links can be included for newsletters, curriculum, and blogs, within the Program Outline or Upload File areas.
4. To view the receipt for your entry, log into the NEAFCS website with your username and password. Go to Member Center, click on My Profile, click on View Transactions to find your receipt. The email confirmation sent after your award is submitted lists the uploaded files.
5. Judging criteria is listed for each award. Please check under each award entered for specific requirements and eligibility. Consult the judging sheet (included in the awards manual) to ensure that all requirements are met. Please consult judging criteria listed under each award or judging sheet to determine if any letters of support are required for the award.
6. Judges’ decisions are final.
7. Affiliate Vice Presidents or Chairs for Awards and Recognition may advance for regional//national judging the following number of award applications per award category, as related to paid active State Affiliate membership by close of business on December 31<sup>st</sup>. This criterion applies to all awards, including the Distinguished Service Award and the Continued Excellence Award, as well as program and communication awards.

# of Active Paid Members	# of Award Applications per Category
1 – 50	1
51 – 100	2
101-150	3
151 – 200	4
201- and up	5

8. **Awards must be uploaded on or before March 16, 2020 to be eligible for regional or national judging. Affiliate Vice Presidents/Chairs of Awards and Recognition are responsible for submitting the form to advance their respective affiliates’ award applications for regional/national judging. A link to the form for advancement will be sent to your affiliate’s Vice President/Chair for Awards and Recognition to complete before March 16, 2020. Please consult with your Affiliate’s Vice President/Chair for Awards and Recognition if you have any questions.**
9. Affiliate Vice Presidents/Chair for Awards and Recognition may advance for national/regional judging as many Extension Educator of the Year applications from their respective affiliates as are submitted online. Affiliate VPs, please refer to the [Affiliate Officer Toolkit](#) for additional information.
10. For team award applications, only the team leader completes the *online award* application. All team members are listed on the online award application. NEAFCS membership is verified by National Office. **For teams with more than 20 team members, in space 20**

type **“Additional team members listed in application”**. **Additional team members need to be listed at beginning of *Program Outline***. All team members must have dues paid/postmarked by December 31<sup>st</sup> to be recognized as NEAFCS members. If the team is applying for more than one award, please have the same team member fill out each online application form.

11. Only team members listed on the online award application will be recognized at Annual Session and/or will receive certificates. **Additional team members cannot be added after the application deadline date.**
12. **NEAFCS members must apply for awards for themselves. Others may prepare award applications, and do the “groundwork” but, the online application should be completed by the person named on the application form and submitted using their own log-in credentials.**
13. No titles or professional designations will be used on award certificates, only names.
14. For team award applications, all correspondence will be addressed to the team leader only. It is the responsibility of the team leader to communicate with other team members. Award scholarships will be issued to the team leader only and it is the responsibility of that leader to divide monies or compensation as agreed by the team.
15. **Supplementary materials accompanying the application must be uploaded.** Some award applications limit the number of supplemental pages or pieces. Check the requirements for each award as point deductions will be taken for those exceeding or not meeting the requirements.
16. Listing of accomplishments is limited to the time span of the applicant’s nominated project or program.
17. Applicants should keep an electronic copy of the total application package submitted.
18. Award applications should be uploaded to the NEAFCS website. Please follow appropriate guidelines:
  - Each award may include up to three (3) files.
  - Each file may be no larger than 25 MB.
  - Materials to be submitted should be merged, including: awards application, program outline, supplemental materials, letters of support as well as links for newsletters, curriculum, blogs, etc.

To Upload a File:

- Scroll to “File(s) Upload”.
- Beside “File Upload #1”, click on the “Upload” button. *(A pop-up screen for your computer files should appear.)*
- Select the PDF file you have created. **No files larger than 25 MB may be uploaded.**
- The file you have selected should now appear on the awards submission page directly under “File Upload #1”.
- Repeat this process for “File Upload #2” and “File Upload #3”, if necessary. **No more than one file may be uploaded under each “File Upload”. No more than three (3) files may be uploaded to the awards application.**
- **The email confirmation sent after your award is submitted lists the uploaded files.**



19. Photo – include a photo of yourself or your team members (not the audience) depicting your nominated program efforts. Application submitted without a photo will not be accepted. File #4 is a JPEG file required for the application to be submitted.
20. If the applicant is a national winner, the photo will be displayed along with their winning award application packet on the NEAFCS website. Upload photo as a JPEG in the 4<sup>th</sup> File Upload. The photo release is included on the award application site. By checking the release, photos will be available to use in NEAFCS marketing pieces. An “opt out” option is available. If members choose to “opt out”, points will not be deducted.
21. NEAFCS Logo Policy - all award submissions using the NEAFCS and Living Well logos must use them in their entirety including any taglines associated with the logos or trademarks. (No additions or omissions.) Awards not complying will be disqualified. Use of the logos is optional, but if the logos are used they must be used properly.
22. Awards that include an Annual Session Conference Registration Fee Scholarship must be used the year the award is received. The scholarship will be given in the form of a credit toward the cost of a full or partial registration fee for NEAFCS Annual Session (no checks will be issued). If the award winner is not able to attend Annual Session the year the award is received, the scholarship will be forfeited but the award certificate will still be given to the recipient. In the case of team awards, the scholarship will be given to the individual who completed the online award application (team leader). It will be the responsibility of the team leader to compensate other team members per agreement by the team. If the team leader is not able to attend Annual Session they may designate in writing, one (1) other NEAFCS team member (whose name appears on the original online award application) to receive the scholarship to attend Annual Session the year the award is received.
23. Applications submitted in any language other than English must have an English translation included.
24. Remember to check State Affiliate guidelines for awards. Some Affiliates may require hard copies to be submitted. Absolutely no hard copies will be accepted by NEAFCS.

## **PUBLICITY**

1. NEAFCS requests that no publicity be released until the official award presentations are made at NEAFCS Annual Session.
2. Program results from applications may be shared in such publications as *The Journal of Family and Consumer Sciences*, *The Journal of NEAFCS*, and *Journal of Extension*.
3. The National Award winners’ applications in all categories except Distinguished Service Award and Continued Excellence Award will be on display on the NEAFCS website following the NEAFCS Annual Session.
4. It is the responsibility of the award winner(s) to prepare and distribute publicity.

## **QUESTIONS**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

# Community Partnership Award

## BACKGROUND

As collaborative work is encouraged at all levels of Cooperative Extension, the Community Partnership Award recognizes NEAFCS members for outstanding community partnership efforts in meeting the needs of families through collaboration with groups, agencies and consumers.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The Community Partnership Award recognizes NEAFCS members for their efforts in building community partnerships to meet the educational needs and/or concerns of families.

## ELIGIBILITY

1. Application may be submitted by an NEAFCS member or a team of NEAFCS members.
2. The community partnership effort shall have been conducted within the past three years.
3. National winner will present a **concurrent session** at Annual Conference the year the award is received.
4. If the first-place recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed pages.
  - a. Description of community partnership – Need for partnership, evidence of collaboration with others in community (non-NEAFCS)
  - b. Program description – need for program, uniqueness, objectives, target audience
  - c. Accomplishments/Impacts – Learner impact/change, outcomes, collaboration outcomes
  - d. Role of NEAFCS applicant(s) in partnership – what did the applicant contribute to the partnership effort
  - e. Role of Community Partners – what did the community groups or agencies contribute to the partnership effort?
  - f. Future implications – Continuation of partnership/expansion of partnership, or “sun-setting” of partnership
4. Two letters of support from consumers, Extension faculty/supervisors, or agencies describing impact of community partnership on families or individuals.
5. Supporting material - limit to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)

- See suggestions under Communication Awards for specific supplementary materials.
6. Photo of individual or team.

### **JUDGING CRITERIA (100 total points)**

1. Description of community partnership - 10 points
2. Program description - 15 points
3. Accomplishments/Impacts - 25 points
4. Role of NEAFCS member(s) - 15 points
5. Role of community partner(s) - 15 points
6. Future implications - 10 points
7. Supporting materials - 10 points

### **PROCEDURE**

1. Complete the online award application for the Community Partnership Award (see Award section under NEAFCS website).
2. Combine documents (outline, letters of support and supporting material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Community Partnership Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Continued Excellence Award

## BACKGROUND

The Continued Excellence Award recognizes NEAFCS members who continue to be involved in outstanding professional development and leadership.

## AWARD

The award is a plaque presented by the National Extension Association of Family and Consumer Sciences.

## PURPOSE

The award recognizes NEAFCS members who have been actively involved in professional improvement programs, the promotion of professional development of others, and leadership.

## ELIGIBILITY

1. Applicant must have been **a member of NEAFCS for at least 12 years**, including the current year.
2. Applicant must have received the NEAFCS Distinguished Service Award prior to the current year.
3. Applicant must have attended **at least three (3) NEAFCS Annual Sessions**.
4. This award can be received only once.
5. Applicant must be actively involved in a professional improvement program including any or all the following:
  - a. Participation in informal (non-credit) professional development within the past three years
  - b. Formal study toward an advanced degree (current or completed)
  - c. Demonstration of personal commitment to professional development through participation in professional associations and contributions to state Extension Service and Affiliate association
  - d. The number of nominees allowed per Affiliate is determined by the number of paid active members as of December 31, 2019:

1-50 members - 1 nominee  
51-100 members - 2 nominees  
101-150 members - 3 nominees  
151-200 members - 4 nominees  
201-plus members - 5 nominees

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline (or as state Affiliate guidelines dictate – please check with your state if they follow a different format) - limit to five (5) double-spaced typed pages:
  - a. List participation in informal (non-credit) professional development activities during

the past three years.

- b. Describe work toward advanced degree (if completed, indicate when).
- c. List involvement in NEAFCS and Affiliate Extension Family and Consumer Sciences association plus any other related professional associations (do not include membership in honorary societies, civic and social).
- d. Identify year Distinguished Service Award was received and number of years of membership in NEAFCS as well as Affiliate and/or national offices held.
- e. List contributions to professional development opportunities of others.
- f. Describe personal commitment to and future plans for professional development.

### **JUDGING CRITERIA (100 total points)**

1. Professional activities during the past three years - 40 points
2. Participation in professional development and/or advanced degree in progress or obtained - 20 points
3. Professional association membership and participation, contributions to professional development activities of others - 20 points
4. Personal commitment to and future plans for professional development. - 20 points

### **PROCEDURE**

1. Complete the online award application for the Continued Excellence Award (see Award section under NEAFCS website).
2. Create a PDF file as listed above for the Continued Excellence Award. Upload combined PDF file(s) into "Upload File #1, #2, or #3" by the Affiliate due date.
3. Each State Affiliate Vice President/Chair for Awards and Recognition will designate Continued Excellence Award winner(s) on Online State Award Summary Form (link sent to Chair) no later than March 16, 2020.

This award is judged by the Affiliate therefore no national judging sheets exist for this award.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Distinguished Service Award

## BACKGROUND

The Distinguished Service Award is the highest award presented by the National Extension Association of Family and Consumer Sciences. The award recognizes members for leadership, educational program efforts and professional development.

## AWARD

The award is a plaque presented by the National Extension Association of Family and Consumer Sciences (NEAFCS).

## PURPOSE

This award recognizes Extension Family and Consumer Sciences Educators for leadership, outstanding programs, and personal and professional growth.

## ELIGIBILITY

1. **Minimum of 10 years NEAFCS membership.**
2. **Applicant must have attended at least two (2) NEAFCS Annual Sessions.**
3. Evidence of superior accomplishments, including evidence of impact.
4. Award can be received only once.
5. Number of awards given per Affiliate is determined by the number of paid active members as of December 31, 2019:

1-50 members - 1 nominee  
51-100 members - 2 nominees  
101-150 members - 3 nominees  
151-200 members - 4 nominees  
201- plus members – 5 nominees

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline (as state Affiliate guidelines dictate - please check with your state if they follow a different format) - limit to five (5) double-spaced typed pages:
  - a. Program accomplishments - one or two outstanding recent accomplishments
  - b. Professional improvement - give evidence of professional growth through credit or non-credit courses, work toward advanced degree, professional association meeting, travel study, etc.
  - c. Honors and awards received.
  - d. Professional association membership and participation - list Affiliate and national offices, committees, chairs, and years of membership.

## **JUDGING CRITERIA (100 total points)**

1. Program accomplishments - 50 points
2. Professional improvement - 25 points
3. Professional association participation - 25 points

## **PROCEDURE**

1. Complete the online award application for the Distinguished Service Award (see Award section under NEAFCS website).
2. Create a PDF file as listed above for the Distinguished Service Award. Upload combined PDF file into "Upload File #1, #2, or #3" by the Affiliate due date.
3. Each State Affiliate Vice President/chair for Awards and Recognition will designate Distinguished Service Award winner(s) from their affiliate on the Online State Summary of Awards Form (link sent to chair of Awards and Recognition) no later than March 16, 2020.

This award is judged by the Affiliate therefore no national judging sheets exist for this award. Applications must be submitted online to receive NEAFCS Distinguished Service Award.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Early Childhood Child Care Training Award

## BACKGROUND

The Early Childhood Care Training award was initiated to recognize outstanding childcare professional training that addresses the needs of young children, birth to eight years of age. The award was originally sponsored by the Ohio Affiliate to honor Anna Pulay, an Ohio Extension Educator who recognized the positive outcomes of investing in children. In 2010, sponsorship was assumed by NEAFCS.

## AWARD

First, second and third place will be awarded. First place national will include a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration Fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## ELIGIBILITY

1. Application can be submitted by an individual or team member.
2. The program must have been successfully conducted by the applicant or team within two years prior to applying for the award.
3. The application must contain a marketing and delivery piece as well as an evaluation tool.
4. The winner will participate in the **Showcase of Excellence** at NEAFCS Annual Conference the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program Outline – limit to five (5) double-spaced typed pages
  - a. Program Description – situation, emphasis, goals, clientele, rural/urban focus, program conducted in the past two years
  - b. Program Accomplishments – Content of program, serving needs and interests of families, delivery method described, creative, quality materials, innovative methods, and marketing and delivery piece described.
  - c. Resources Involved – cooperators, special funds
  - d. Program Impact – evaluation method/tool, evidence of impact on childcare professionals/community, benefits, number impacted
  - e. Future Implications – plan for continuation of the program
4. Supporting materials not to exceed 5 pieces (must include a marketing piece, delivery piece(s) and evaluation instrument)
5. Photo of individual or team



## **JUDGING CRITERIA (100 total points)**

1. Program description – Situation, program objectives, target audience defined, topic for training the early childcare professional, program conducted in the past two years - 15 points
2. Program Accomplishments - content appropriate, evidence the program is serving the current needs and interests of families, delivery method described, creativity, initiative, and innovative methods, quality of materials, marketing and delivery piece included, cooperators, special funds acquired - 50 points
3. Program Impact - evaluation method/tool, evidence of impact on childcare professionals and/or community, future implications - 35 points

## **PROCEDURE**

1. Complete the online award application for the Early Childhood Child Care Training Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Early Childhood Child Care Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Educational Curriculum Package Award

## BACKGROUND

The Educational Curriculum Package award was originally a part of the Communication awards. In 2019, the Educational Curriculum Package Award was established as a separate award to reflect the advancement of this award category. The awards category recognizes the excellence in curriculum development.

## AWARD

First, second and third place will be awarded. First place national will include a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration Fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## ELIGIBILITY

1. The educational curriculum package will have been developed within the past three (3) years.
2. Application may be submitted by an individual or a team.
3. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed or printed pages, to include a detailed explanation of:
  - a. Subject/issue
  - b. Target audience
  - c. Where program has been used
  - d. Number of people reached
  - e. Evidence of impact on participants/clientele/audience
  - f. Resources used (other agencies, businesses, volunteer leaders, special funds, etc.)
  - g. Percentage of the information written/prepared by applicant
  - h. Indicate information from university and/or USDA sources
  - i. Indicate how Extension Service is identified
4. Supplementary materials relevant to the application.
5. Photo of team or individual.

## JUDGING CRITERIA (100 POINTS)

1. Program Outline - Issues and audience identified. Program use and number 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; Written and published within the last three years – 20 points

2. Content - Accurate, credible information; Research based; Uses two or more of the following methods – newsletters, written media, radio/podcast or television/video, internet education, web pages, or publications; Designed to make the program participant become aware/informed/educated; Application includes actual or links to teaching plan, teaching notes, evaluation instrument – 40 points

3. 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 points

4. Evaluation - Evaluation tools included. Defined outcomes related to program objectives, and evaluation results – 15 points

## **PROCEDURE**

1. Complete the online award application for the Educational Curriculum Package Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Environmental Education Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Environmental Education Award

## BACKGROUND

As environmental education is a major Extension program focus, the Environmental Education Award recognizes NEAFCS members for outstanding educational programs conducted for families and/or communities on various environmental issues/concerns.

## AWARD

First, second and third place will be awarded. First place national will include a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The Environmental Education Award is presented for an outstanding program conducted by an individual or team who has been involved in educating families on issues concerning water quality, air quality, recycling, and/or natural resource conservation.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program or activity shall have been conducted **in the past three years**.
3. National winner(s) will participate in the **Showcase of Excellence** at Annual Session the year the award is received.
4. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program Outline - limit to five (5) double-spaced typed pages.
  - a. Introduction - program objectives, target audience described, Environmental Issue(s) addressed, program developed/conducted in the past three years
  - b. Program description - content, delivery methods described, creativity, materials developed, innovative methods
  - c. Program impact - evaluation methods/tool, results/impacts, marketing tools, publicity used (Cooperative Extension identified)
4. Supporting material - limit to five (5) pieces (brochures, flyers, handouts, evaluation tools, etc).
5. Photo of individual or team

## **JUDGING CRITERIA (100 total points)**

1. Introduction - 15 points
2. Program description and Accomplishments - 35 points
3. Program impact - 35 points
4. Supporting Materials - 15 points

## **PROCEDURE**

5. Complete the online award application for the Environmental Education Award (see Award section under NEAFCS website).
6. Combine documents (outline and supporting material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Environmental Education Award as listed above.
7. Upload photo of individual or team in File #4 as a JPEG file.
8. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Excellence in Teamwork Award

## BACKGROUND

The teamwork award was established in 2018 to recognize outstanding Extension FCS programs conducted by a multidisciplinary team.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The teamwork award promotes and recognizes outstanding Extension programs conducted by a multidisciplinary team that demonstrates effective performance and significant results.

## ELIGIBILITY

1. Application must be submitted by a team.
2. The program has been created within the past three years.
3. The program team must include at least two disciplines – examples: FCS, Agriculture, 4-H, Horticulture, Community Development
4. First place winner will present a **Showcase of Excellence** at Annual Session the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Identify the need for the Family and Consumer Sciences program and teamwork. What is unique about this program? Evidence of collaboration with at least two disciplines (Agriculture, Horticulture, 4-H, etc.)
  - b. Identify the program goal and objectives, target audience, marketing, educational methods and evaluation. Include innovative, creative methods used.
  - c. Marketing/publicity - Indicate how Cooperative Extension was identified
  - d. Explain the role of each discipline and team member include their participation, involvement and contribution and percent of time contributed
  - e. Results and evidence of impact on participants/clientele/audience
  - f. Future implications – plans to continue the team collaboration, expansion of the team and future programs; “Sun-setting” plans for the team
4. Two letters of support showing evidence of teamwork/collaboration and program success
5. Supporting material – limit to five (5) pieces (brochures, flyers, handouts, evaluation tool, marketing tool(s), links to videos, PSA(s), etc.)
6. Photo of applicant or team.

## **JUDGING CRITERIA (100 total points)**

1. Description of Teamwork/Collaboration. Need for Teamwork, evidence of collaboration with other disciplines (Agriculture, Horticulture, 4-H, etc.). – 10 points
2. Program description – Need, uniqueness, and objectives of Family and Consumer Sciences program; target audiences; created within the past three years; marketing tools (Cooperative Extension identified), methods used. – 15 points
3. Program Impact Accomplishments – learner impact and change, evaluation tool used, analysis of data, outcomes, teamwork, letters of support (2) indicating success of program and team collaboration– 25 points
4. Role of NEAFCS Member(s) – members’ contribution to program and teamwork – 15 points
5. Role of team members – other disciplines’ program and teamwork contribution – 15 points
6. Future implications – continuing team collaboration, expansion of team, “sun- setting” of team – 10 points
7. Supporting materials – 5 pieces (brochures, flyers, handouts, evaluation tool, marketing tool(s), links to videos, PSA(s), etc.) – 10 points

## **PROCEDURE**

1. Complete the online award application for the Excellence in Teamwork Award (see Award section under NEAFCS website).
2. Combine documents (outline, supporting material, and letters of support) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Excellence in Teamwork Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Excellence in Multi State Collaboration Award

## BACKGROUND

The Excellence in Multi State Collaboration award was established in 2018 to recognize outstanding Extension Family and Consumer Sciences (FCS) programs conducted by extension FCS educators in two or more states.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The Multi State Collaboration Award promotes and recognizes outstanding Extension Family and Consumer Sciences programs conducted by a multi – state team that demonstrates effective performance and significant results.

## ELIGIBILITY

1. Application must be submitted by a team.
2. The program has been created within the past three years.
3. The program team must include team members from at least two state Affiliates.
4. First place winner will present a **Showcase of Excellence** at Annual Session the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the **General Eligibility Requirements and Awards Application Information**.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Identify the need for the program. What is unique about this program? How and why was the collaboration among states initiated? Was the program created within the last three years?
  - b. Identify the program goal and objectives, target audience, marketing (how was Cooperative Extension identified), educational methods and evaluation method.
  - c. Explain the collaboration among states and include the participation, involvement and contribution and percent of time contributed by team members in each state.
  - d. Results and evidence of impact on participants/clientele/audience, program outcomes, collaboration outcomes.
  - e. Future implications – explain the plan to continue the collaboration, expansion plans for the program or collaboration, or the “sun-setting” of the collaboration.
4. Supporting material – limit to five (5) pieces (brochures, flyers, handouts, evaluation tools, etc.)
5. Two letters of support indicating program impacts and accomplishments of multi-state collaboration



6. Photo of team leader or team.

### **JUDGING CRITERIA (100 total points)**

1. Description of multi-state partnership – need and uniqueness of collaboration, evidence of collaboration with other states, program created within the last three years – 10 points
2. Program description – need, uniqueness of methods, objectives, target audience, marketing tools (Cooperative Extension identified) – 15 points
3. Program Impact Accomplishment – evaluation tool and methods, learner impact and change; outcomes; collaboration outcomes, letter of support (2) – 25 points
4. Role of each state – contributions to collaboration effort – 20 points
5. Future implications – continuity and expansion of collaboration and/or “sun- setting” of collaboration – 15 points
6. Supporting materials (5) – 15 points

### **PROCEDURE**

1. Complete the online award application for the Excellence in Multi-State Collaboration Award (see Award section under NEAFCS website).
2. Combine documents (outline, supporting material, and two letters of support) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Excellence in Multi-State Collaboration Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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## Extension Disaster Education Award

### BACKGROUND

Extension disaster education programs are increasingly making a difference in preparedness, response, recovery, and mitigation related to natural and human-made disasters. This Extension Disaster Education Award was established to recognize NEAFCS members for innovative educational programs and outreach efforts that help individuals, families, or communities become more resilient and decrease the impact of natural or human-made disasters by making informed personal decisions in all phases of disasters, including preparedness, mitigation, response, and recovery.

### AWARD

First, second, and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session for the year that the national award is received. Second and third place national winners will receive partial Annual Session Conference Registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Session.

### PURPOSE

The Extension Disaster Education Award recognizes NEAFCS members for their effort in reducing the impacts of disasters through education for individuals, families, or communities.

### ELIGIBILITY

1. A NEAFCS member or team that consist of at least one NEAFCS member must submit the application.
2. The disaster education effort must have been conducted within the past three years.
3. In the year the award is received, the national winner **will present a concurrent session** at the Annual Conference the year the award is received.
4. If the first place recipient is unable to attend the Annual Session, the scholarship is forfeited, but the winner will receive the award certificate.

### APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages:
  - a. Introduction – problem statement, program goals and objectives, and target audience;
  - b. Program description - content, delivery methods described, creativity, quality materials developed, innovative, Extension program leadership
  - c. Program impact – accomplishments/evaluation methods/tool, results/impacts, marketing, publicity/visibility/;
  - d. Role of community partners; and

- e. Future program implications.
- 5. Supplementary materials - limit of five (5) pieces (to include evaluation instrument, letter(s) of support, and other supporting documents).
- 6. Photo of the individual or team.

### **JUDGING CRITERIA (100 total points)**

- 1. Introduction – problem statement, program goals and objectives, and target audience– 10
- 2. Program Description – demonstrates the program is making a difference for individuals, families or communities being served – 30
  - a. Relevance of content of program;
  - b. Partnerships – evidence of collaborations with others to address disaster education;
  - c. Leadership capacity – evidence that the Extension Service has provided the leadership to establish, implement, and evaluate the program; and
  - d. Unique Delivery Methods – evidence of using unique outreach methods to implement program follow-up with program participants and document impacts of program
- 3. Program accomplishments/impacts/evaluation – 25
- 4. Role of community partners – 10
- 5. Future Implications – 10
- 6. Supporting materials – 15

### **PROCEDURE**

- 1. Complete the online award application for the Extension Disaster Education Award (see Award section under NEAFCS website).
- 2. Combine documents (program outline and supplementary materials) into a PDF file and upload online. Upload photo as a JPEG file.
- 3. Each Affiliate Vice President/Chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Extension Educator of the Year

## BACKGROUND

The Extension Educator of the Year Award was established in 1994 to recognize an outstanding Extension Educator. Originally the award was co-sponsored by Dow Brands and Maytag Appliances. From 1998 to 2003, Maytag Appliances assumed sole sponsorship of the award. In 2001, it became known as the Maytag Extension Educator Award. In 2004, NEAFCS assumed the sponsorship of the award.

## AWARD

One Extension Educator of the Year award will be given in the form of a plaque presented at Annual Session. The Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The award is to recognize a professional Extension Family and Consumer Sciences Educator who is conducting outstanding educational programs that demonstrate impact on families and/or individuals. The member is also involved in continued professional improvement activities and is active in professional organizations.

## ELIGIBILITY

1. Persons who are current members of NEAFCS and have previously received the Distinguished Service Award and the Continued Excellence Award.
2. **Member of NEAFCS for at least 12 years.**
3. Applicant is actively involved in professional improvement.
4. Applicant must have a well-planned educational program with results and accomplishments.
5. Applicant shows leadership in professional associations.
6. Applicant has attended **at least four (4) NEAFCS Annual Sessions.**
7. This award can be received only once.
8. A display at the **Showcase of Excellence is required** at Annual Conference the year the award is received to showcase an outstanding program of the recipient.

## APPLICATION

Please make sure all seven components of the application are included in your uploaded documents.

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Vitae highlighting Extension career accomplishments and professional growth through credit/non-credit courses, travel study, special honors and awards, participation in professional organizations, including participation in the affiliate and national level and participation in other professional associations. (limited to four (4) pages, written in

outline form).

4. Three letters from consumers, other Extension faculty, or agencies describing the impact of programs in the community, creativity, initiative, and innovative methods, evidence of impacts on families. Letters should reflect recognition as a leader in the community and/or by peers, evidence to stay up-to-date in subject matter.
5. Letter of support from appropriate state supervisory staff or district administration.
6. Supplementary Materials - limit of five (5) pieces highlighting program accomplishments, professional improvement and leadership, and/or professional association participation.
7. Upload photo of applicant.

### **JUDGING CRITERIA (100 total points)**

Entries will be evaluated for outstanding efforts and/or accomplishments in leadership, personal and professional growth and outstanding programs impact families.

1. Program accomplishments - 50 points
2. Professional improvement and leadership - 30 points
3. Professional association participation - 20 points

### **PROCEDURE**

1. Complete the online award application for the Extension Educator of the Year Award (see Award section under NEAFCS website).
2. Combine all documents, letters of support and supplementary materials into a PDF file as listed above for the Extension Educator of the Year Award. Upload combined PDF file(s) into "Upload File #1, #2, or #3" by the Affiliate due date.
3. Upload photo as a JPEG in "Upload File #4."
4. For this award there is no limit on the number of applications per Affiliate.
5. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Extension Housing Outreach Award

## BACKGROUND

Housing education is a major emphasis of Extension programming. The Extension Housing Outreach Award was established by Montana State University (MSU) Extension Housing Program to recognize NEAFCS members for outstanding housing educational programs conducted for families and/or communities. This award is co-sponsored by the MSU Extension Housing Program, Extension Section of the Housing Education and Research Association (HERA) and NEAFCS.

## AWARD

Two (2) NEAFCS members or teams will be honored each with a full Annual Session conference registration fee scholarship for the year that the national award is received. Additional partial Annual Session conference registration fee scholarship monies may be awarded to the 2<sup>nd</sup> and 3<sup>rd</sup> place national winners based on available funds.

## PURPOSE

This recognition honors outstanding Extension System programming which enhances housing outreach to communities and special need families. Housing program areas that can be recognized include: universal design education, home buyer education, energy efficiency and weatherization education, home environmental quality education, equity protection education, housing public policy education, and special needs housing for the aging population, Native American, migrant workers and families with language barriers.

## ELIGIBILITY

1. Application may be submitted by an individual or a collaborative team.
2. The outreach program or activity shall have been conducted by a County/Regional Extension Professional/Agent and implemented at the county/local level.
3. The outreach program or activity shall have been conducted in the past ~~two~~ years.
4. National winners will participate in the **Showcase of Excellence** at Annual Conference the year the award is received.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program Outline – limit to five (5) double-spaced typed pages
  - a. Introduction – purpose, goal and objectives, target audience reached, Housing topic addressed, program conducted in the past two years.
  - b. Program Description – Evidence that the program is serving needs and interests of families; content and materials; partnerships/evidence of collaboration with Extension, agencies and organizations; leadership provided to establish, implement and evaluate housing initiative; unique outreach methods used to implement program; methods, follow-up with program participants
  - c. Program Impact – evaluation methods, results/impacts (may include adoption of

- practices, behavior changes, money/energy saved, reduction of risks, etc.), marketing/publicity – How was Cooperative Extension identified?
  - d. Program transferability – program can be modeled and implemented by another Extension program.
4. Supporting materials – program materials, photos, curriculum package examples, marketing materials and evaluation tool – not to exceed 10 pieces. See suggestions under Communication Awards for specific supplementary materials.
  5. Photo of individual or team.

### **JUDGING CRITERIA (100 total points)**

1. Introduction - 15 points
2. Program Description – shows evidence that program is meeting the needs and interest of the families/and communities being served - 40 points:
  - a. Content of program -15 points
  - b. Partnerships - evidence of collaborations with other Extension workers as well as other agencies or organizations involved with housing - 10 points
  - c. Leadership capacity - evidence that the Extension Service has provided the leadership to establish, implement, and evaluate the housing initiative - 10 points
  - d. Unique Delivery Methods - evidence of using unique outreach methods to implement program, follow-up with program participants and document impacts of program - 5 points
3. Program Impact – evidence that the program met goal and objectives of effort and made a difference in lives of families and/or communities. Impact measures may include adoption of practices, behavior changes, money/energy saved, reduction of risks, marketing/publicity (Cooperative Extension identified) - 25 points
4. Program Transferability - evidence that program and support materials can easily be modeled and implemented by another Extension Program - 5 points
5. Supporting materials - 15 points

### **PROCEDURE**

1. Complete the online award application for the Extension Housing Outreach Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Extension Housing Outreach Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Family Health and Wellness Award

## BACKGROUND

The Family Health and Wellness Award was established in 2012 to recognize innovative programs that promote and improve the health and wellness of families.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

To recognize innovative programs that promote and improve the health and wellness of families. Possible topics: nutrition, fitness, family meals, meal planning, time or stress management, healthy lifestyle and more.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program was conducted in the past three years.
3. National winner will participate in the **Showcase of Excellence** at Annual Session the year the award is received.
4. If the first-place recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program Outline – limit to five (5) double-spaced typed pages:
  - a. Introduction: objectives, description of target audience, timeliness – program developed and conducted in the past three years
  - b. Description: activities, materials developed and/or resources used, partnerships or collaborations, and marketing
  - c. Impact: evaluation methods and results and visibility of the program (public relations)
  - d. Future sustainability, plans and implications
4. Supporting material – limited to five (5) pieces.
5. Photo of applicant or team.

## JUDGING CRITERIA (100 total points)

1. Introduction – 10 points
  - a. Objectives, description of target audience, conducted within the last three years
2. Description
  - a. Plan and Activities – 20 points



- b. Materials developed and/or resources used – 15 points
  - c. Partnerships or collaborations – 5 points
  - d. Marketing – 5 points
3. Impact
- a. Evaluation methods – 5 points
  - b. Evaluation & impact results – 20 points
  - c. Visibility of the program (public relations) – 10 points
4. Future sustainability, plans and implications – 10 points

### **PROCEDURE**

1. Complete the online award application for the Family Health & Wellness Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Family Health & Wellness Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Financial Management Award in Memory of Dean Don Felker

## BACKGROUND

This award recognizes the development of family resource management programs which help individuals and families make decisions and plans for their present and future needs. In 1994, NEAFCS changed the name of this award in memory of Dean Don Felker, a member of the NEAFCS advisory board and Dean of the School of Consumer and Family Sciences, Purdue University, for his outstanding contributions to long-range financial planning for the association.

## AWARD

First place will be awarded. National winner will received a \$500 cash award. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

This award is given to Extension Family and Consumer Sciences Educators who have developed an outstanding educational program on some aspect of family financial management. The program should provide training in budgeting, credit management, savings, selecting financial services, preparing for home ownership, investing, retirement planning, debt management or other topics that help individuals and families develop financial management skills.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. *An Individual or Team may win this award one time.*
3. Program must have been successfully used by the applicant prior to applying.
4. Winner will **present a Concurrent Session at Annual Session the year the award is received.**
5. It will be the responsibility of the team leader to compensate other team members per agreement by the team. If the team leader is not able to attend Annual Session they may designate in writing, one (1) other team member (whose name appears on the original online award application).

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed pages:
  - a. Introduction - program objectives, target audience defined
  - b. Program description - content, delivery methods described, creativity, quality materials developed, innovative methods
  - c. Program impact - evaluation methods/tool, results/impacts, marketing, publicity/visibility.
4. Supplementary materials - limit of five (5) pieces (to include evaluation instrument).
5. Photo of the individual or team.

## **JUDGING CRITERIA (100 total points)**

1. Introduction - 15 points
2. Program description and accomplishments - 35 points
3. Program impact - 35 points
4. Supporting Materials - 15 points

## **PROCEDURE**

1. Complete the online award application for the Financial Management Award in Memory of Dean Don Felker (see Award section under NEAFCS website).
2. Combine documents (outline and supplementary materials) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Financial Management Award in Memory of Dean Don Felker as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Florence Hall Award

## BACKGROUND

In 1952, Miss Florence Hall, Regional Field Agent-Eastern States, Federal Extension Service, initiated this award to recognize outstanding accomplishments of NEAFCS members.

## AWARD

First, second and third place will be awarded. First place national will include a scholarship for full conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial conference registration fee scholarships to the Annual Session. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The Florence Hall Award is presented for an outstanding program conducted by one or more NEAFCS members who have been alert in recognizing emerging issues or new concerns and interests of families or individuals and have involved people in planning and implementing programs that benefit families/individuals.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. Program shall have been conducted within **the past five (5) years**.
3. If the award winner is not able to attend Annual Session the year the award is received, the scholarship will be forfeited but the award certificate will still be given to the recipient. In the case of team awards, the scholarship will be given to the individual who completed the online award application (team leader). It will be the responsibility of the team leader to compensate other team members per agreement by the team. If the team leader is not able to attend Annual Session they may designate in writing, one (1) other team member (whose name appears on the original online award application) to receive the scholarship to attend Annual Session the year the award is received.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline-limit to five (5) double-spaced typed pages:
  - a. Program description - situation, emphasis, goals, scale/size, confirm conducted in the past five years.
  - b. New concerns and emerging issues - methods, clientele, rural/urban focus
  - c. Resources involved - cooperators, volunteers, special funds
  - d. Accomplishments - impact, results, number impacted, how measured
  - e. Future implications - clientele yet to be served
  - f. Other Extension programs conducted within the time span of nominated project

(example: these could be other related programs that have come about because of programming efforts).

4. Letter of support from an appropriate state staff/supervisor or district administrator focusing on program accomplishments.
5. Supplementary materials - limit of five (5) pieces that demonstrate the program(s). These pieces may include but not limited to brochures, flyers, handouts, evaluations, and other supplemental pieces.
6. Photo of applicant or team.

### **JUDGING CRITERIA (100 total points)**

1. Program description - 15 points
2. New concerns and emerging issues - 25 points
3. Resources involved - 10 points
4. Accomplishments - 25 points
5. Future implications - 10 points
6. Other Extension programs - 5 points
7. Support evidence - 10 points

### **PROCEDURE**

1. Complete the online award application for the Florence Hall Award (see Award section under NEAFCS website).
2. Combine documents (outline, supplementary materials, and letter of support) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Florence Hall Award as listed above.
3. Upload photo in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Food Safety Award

## BACKGROUND

Food safety is a major Extension program focus. This award recognizes NEAFCS members for outstanding educational programs conducted for families, school nutrition workers, food industry employees or managers, church workers preparing meals, home care providers, and other groups/individuals preparing and/or serving food. The innovative program will be presented from which NEAFCS members can learn and enhance their food safety education programs.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration Fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The food safety award is presented for an outstanding educational program conducted by one or more NEAFCS members who have been innovative in developing, delivering and/or determining the impact of a food safety program that makes a difference. The use of technology as a learning tool will be an important criterion in the selection of this award recipient.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program or activity should have been conducted in the past three years.
3. National winner(s) will present **a concurrent session** at Annual Session the year the award is received.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience described
  - b. Program accomplishments – content, delivery methods described, creativity, materials developed, and innovative methods.
  - c. Program impact – evaluation methods and instrument, results/impacts, marketing and publicity. How was Cooperative Extension identified?
4. Supporting material – limit to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)
5. Photo of individual or team.

## JUDGING CRITERIA (100 total points).

1. Introduction – 15 points
2. Program accomplishments – 35 points
3. Program impact – 35 points
4. Supporting Materials – 15 points

## **PROCEDURE**

1. Complete the online award application for the Food Safety Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Food Safety Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Greenwood Frysinger Award

## BACKGROUND

The NEAFCS Greenwood Fellowship was granted to an Extension Educator in Family and Consumer Sciences for graduate studies. The award gave members the opportunity to pursue professional improvement through graduate study in the area of the professional's own choosing. The first Grace Frysinger Fellowship was established in 1951 by a direct grant of \$500 from Miss Grace Frysinger, Home Economist of the Central States, Washington, D.C. The award was a tribute to Miss Frysinger because of her years of service as a field agent, her promotion of the organization as a national association and her contribution to the Extension Service. In 2011, the NEAFCS Greenwood Fellowship and the NEAFCS Grace Frysinger Awards were combined. The NEAFCS Greenwood Frysinger Award is awarded to an Extension Educator in Family and Consumer Sciences with five years of experience or less who has been either formally or informally mentored. From the mentoring experience, the Educator develops, delivers, and evaluates programs which have measurable impacts.

## AWARD

One (1) NEAFCS Greenwood Frysinger Award will be given. The mentee will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Mentor(s) will receive a certificate. The Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The NEAFCS Greenwood Frysinger Award is awarded to an Extension Educator in Family and Consumer Sciences who has been either formally or informally mentored by one or more Extension Educators in Family and Consumer Sciences. The award is sponsored by NEAFCS to give an Extension Educator in Family and Consumer Sciences with up to five years' experience an opportunity to attend the National Extension Association of Family and Consumer Sciences Annual Session.

## ELIGIBILITY

1. Only one NEAFCS Greenwood Frysinger Award will be awarded to an individual. Previous NEAFCS Greenwood Frysinger national winners are not eligible.
2. Any Extension Educator in Family and Consumer Sciences who has been a member of NEAFCS **for 5 years or less may apply.**
3. The winner will participate in the **Showcase of Excellence** at NEAFCS Annual Conference the year following award receipt **OR present a webinar within 18 months of receiving the award.** The Showcase presentation should demonstrate the award recipients' programs which have been developed with mentor's assistance and measurable impacts.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Application – limited to 5 double-spaced typed pages
  - a. Mentoring Experience



- i. Mentee
    - ii. Mentor(s)
    - iii. Background of the mentee – Extension experience, major programs, areas of expertise, years of membership in NEAFCS and years in current position
    - iv. Description of the mentor/mentee experience
    - v. Time frame of the mentoring experience
  - b. Impacts of the Mentoring Experience
    - i. Programs/activities implemented
    - ii. Issue Area Addressed
    - iii. Impacts
    - iv. Explanation of the mentor(s)/mentee experience in this program
  - c. Professional Development Plan
    - i. Share why attending the National Extension Association of Family and Consumer Sciences Annual Session is important
    - ii. Describe networking goals of attending Annual Session.
    - iii. Personal Objectives of attending NEAFCS Annual Session.
    - iv. Anticipated results of networking and NEAFCS Annual Session.
    - v. Financial Cost of attending NEAFCS Annual Session. Include registration fees, transportation, lodging, and meals. Please include any administrative support or other scholarships which are available.
- 4. Letters of support from the Mentor(s)
  - a. Skills of the mentee in planning and carrying out work
  - b. Effectiveness of the mentee's work
  - c. Cooperation with the Mentor(s)
  - d. Ability to work with people
  - e. Ability to be a leader
  - f. Ability to speak and write effectively
- 5. Submit a photo (JPEG file) of mentee and mentor(s) in Upload File #4.

### **JUDGING CRITERIA (100 total points)**

1. Mentoring Experience - 30 points - The mentee and mentor(s) are identified. A description of the mentoring experiences is provided. The time frame is identified.
2. Impacts of the Mentoring Experience – 35 points - The programs/activities resulting from the mentoring experience, the issue area addressed, the impacts, and evidence of mentee and mentor involvement are shared.
3. Professional Development Plan – 25 points - The professional development networking objectives, personal goals, anticipated results and financial costs are shared.
4. Letters of Support from Mentor(s) – 10 points – Letter should address mentee's skills in planning and programming, effectiveness of mentee, cooperation with mentor(s), ability to work with people, be a leader, speak & write effectively should be described.

### **PROCEDURE**

1. Complete the online award application for the Greenwood Frysinger Award (see Award section under NEAFCS website).
2. Combine documents (outline and letter of support) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Greenwood Frysinger Award as listed above.

3. Upload photo of mentee and mentor in File #4 as a JPEG file.
4. Each Affiliate Vice President/Chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the National Vice President of Awards and Recognition no later than March 16, 2020.

## QUESTIONS?

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Human Development / Family Relationships Award

## BACKGROUND

The Human Development / Family Relationships Award was established in 2012 to recognize effective educational programs in the human development / family relationships arena.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

To recognize innovative human development or family relationship educational efforts. Focus includes: child care; parenting; relationships through the life span; marriage enrichment; communications (parent/child); retirement; aging; stress management; and related issues.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program was conducted in the past three years.
3. National winner will participate in the **Showcase of Excellence** at Annual Session the year the award is received.
4. If the first-place recipient is unable to attend the Annual Session, the award is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Abstract – 150 words or less summarizing the program.
4. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience described
  - b. Program description – content (plan and activities), delivery methods described, timeliness (Program developed and conducted within the past three years), material/resources developed, marketing/publicity – How was Cooperative Extension identified?
  - c. Program impact – evaluation methods, results/impacts, program visibility, future sustainability, cost-effective
5. Supporting material – limit to five (5) pieces. (see communications awards for suggestions) – documents expanded outreach, sustainability, resources.
6. Photo of applicant or team.

## JUDGING CRITERIA (100 total points)

1. Introduction – 15 points
2. Program description – 35 points
3. Program impact – 35 points

#### 4. Supporting materials – 15 points

#### **PROCEDURE**

1. Complete the online award application for the Human Development/Family Relationships Award (see Award section under NEAFCS website).
2. Combine documents (abstract, outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Human Development/Family Relationships Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

#### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Innovation in Programming Award

## BACKGROUND

The Innovation in Programming Award was established in 2018 to recognize innovation and accomplishment in the design and implementation of an FCS program.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fees to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE/DEFINITION

An innovative program reaches a new audience or expands a current audience using an FCS subject matter area that features an inventive delivery method or another creative approach that showcases originality in your work. An innovative program may be a new, creative approach that advances a current program or introduces a new effort. Innovative is defined as unique, creative, unusual or cutting-edge programming.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program has been created within the past three years.
3. The program must represent an innovative approach to a current program or the beginning of a new effort (See Purpose/definition above).
4. First place winner will present a **Concurrent Session** at Annual Session the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the **General Eligibility Requirements and Awards Application Information**.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience described. Please address the timeliness or relevancy of the program to state or national issues affecting families, individuals or communities.
  - b. Program description – content, delivery methods described, materials developed. The description of the innovation is clear and concise. Include why innovation was needed for this program or audience. Was the program developed in the last three years? Please describe any collaboration with other individuals or groups. Include any marketing and publicity efforts and how Cooperative Extension was identified.

- c. Program impact – evaluation methods, instrument and results/impacts.
  - d. Plans for Expansion - Please describe application of the innovation to other local, state or national programs. Describe plans to develop further skills and/or programs and who will be involved.
4. Letter of Support – For innovative program and its results.
  5. Supporting material – limit to five (5) pieces.
  6. Photo of team or applicant.

### **JUDGING CRITERIA (100 total points)**

1. Issue Identification – timely or relevant to state/national issues, objectives, target audience– 15 points
2. Program Description – innovative/creative approach and/or program, clearly/concise written, why needed for target audience, collaboration, timeliness – developed in the past three years, marketing and publicity efforts, how was Cooperative Extension identified – 30 points
3. Program Impact and Implications – number reached (participants, volunteers, collaborators); impact data; evaluation method; and letter of support – 40 points
4. Plans for expansion – application to other local, state and/or national programs, plans to develop further skills and/or programs and who will be involved – 15 points

### **PROCEDURE**

1. Complete the online award application for the Innovation in Programming Award (see Award section under NEAFCS website).
2. Combine documents (outline, supporting material, and letter of support) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Innovation in Programming Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Innovative Youth Development Program Award

## BACKGROUND

The Innovative Youth Development Program Award was established in 2019 to recognize innovation and accomplishment in the design and implementation of an FCS program for a youth target audience (non-4-H youth audience).

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session for the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE/DEFINITION

An innovative youth development program reaches a new youth target audience or expands a current youth audience using an FCS subject matter area that features an inventive delivery method or another creative approach that showcases originality in your work. An innovative program may be a new, creative approach that advances a current program or introduces a new effort. Innovative is defined as unique, creative, unusual, or cutting-edge programming.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program has been created within the past three years.
3. The program must represent a new approach to a current program or the beginning of a new effort in youth development (non-4-H). See Purpose/definition above.
4. First place winner will present a **Concurrent Session** at Annual Session the year the award is received. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience described. Include why innovation was needed for this program or audience. Why is this issue that the program is addressing timely or relevant to state and/or national issues affecting youth?
  - b. Program description – Program content, delivery methods described, materials developed. The description of the innovation is clear and concise. Was the program developed in the

- last three years? Describe collaborators or partners in this program. Describe the marketing and publicity efforts and how Cooperative Extension was identified.
- c. Program impact – evaluation methods and instrument; results/impacts; number of participants, volunteers, collaborators.
  - d. Plans for Expansion – Please describe application of the innovative technique to other local, state, and national programs. Describe plans to develop further skills and/or future programs and who will be involved.
4. Letter of support from administration, collaborators, or participants describing contribution of innovative program.
  5. Supporting material demonstrating the innovation– limit to five (5) pieces (may include but not limited to marketing material, program/curriculum, evaluation tool, etc.)
  6. Photo of applicant or team.

### **JUDGING CRITERIA** (100 total points)

1. Issue Identification – timely or relevant to state/national issues affecting youth, objectives, target youth audience – 15 points
2. Program Description – innovative/creative approach and /or program, clear/concise written, why innovation needed for target youth audience, collaboration, timeliness – developed in the past three years; marketing and publicity – how was Cooperative Extension identified – 30 points
3. Program Impact and Implications – number reached; impact data; evaluation method, application to other local, state and/or national programs, ways to expand efforts, letter of support – 40 points
4. Plans for expansion – plans to develop further skills and/or programs and who will be involved - 15 points

### **PROCEDURE**

1. Complete the online award application for the Innovative Youth Development Program Award (see Award section under NEAFCS website).
2. Combine documents (outline, supporting material, and letter of support) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Innovative Youth Development Program Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Marketing Package Award

## BACKGROUND

The Marketing Package Award recognizes NEAFCS members for outstanding marketing efforts addressing concerns and needs of children, families or communities.

## AWARD

First, second and third place will be awarded. First place national winners will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The Marketing Package Award is presented to Family and Consumer Sciences Educators for the development of an outstanding marketing package promoting a class, program, workshop or pertinent Family and Consumer Sciences issues.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. Marketing effort must have been successfully used by the applicant(s) within the past three years.
3. The application must contain three or more of the following marketing pieces: brochure, flyer, news release, radio spots/podcast, television public service announcement, exhibit, webpage information, social media post or photograph.
4. The winner will participate in the **Showcase of Excellence** at Annual Conference the year the award is received.
5. If the recipient is unable to attend the Annual Session, the award is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed pages.
  - a. Identify the issues or reasons for effort, uniqueness
  - b. Target audience
  - c. Relevance to Family and Consumer Sciences and Cooperative Extension
  - d. When and where marketing efforts were used
  - e. Number of people reached
  - f. Marketing accomplishments, impact/results
  - g. How Extension Service is identified
4. Supplementary materials - Submit the documentation or web-link to the documentation required for each category included. (For example - actual flyer, radio spot/podcast, picture of exhibit, etc.)

See below for specific supplementary materials.
5. Photo of individual or team.

## **Suggested Supplementary Materials:**

**Brochure or Flyer** - Upload a copy of the brochure or flyer.

**News Release** - A special feature for newspaper promoting the effort. Upload a copy of the original as submitted to the newspaper or magazine, along with proof of publication which may be a web link or a scanned image of the publication.

**Radio Spot/Podcast** - A single spot announcement not more than 60 seconds in length. Upload as part of application package or include web-link.

**TV PSA** - A single spot announcement not more than 2 minutes in length. Upload as part of application package or include a web-link.

**Exhibit** – Upload a picture of the exhibit with a description of all components of the exhibit.

**Social Media Post** – Links or screen shots of social media posts.

**Photograph** - Upload the original photograph, along with proof of publication which may be a web link or a scanned image of the publication.

**For all marketing package awards: If web-link is submitted, please make sure it is a live link.** If judges are not able to access web-links, this may result in disqualification. Include any additional instructions needed for accessing web pages such as logins and passwords.

## **JUDGING CRITERIA (100 total points)**

1. Issues or reasons for effort - 30 points
2. Accomplishments - 35 points
3. Supplementary materials - 35 points

## **PROCEDURE**

1. Complete the online award application for the Marketing Package Award (see Award section under NEAFCS website).
2. Combine documents (outline and supplementary material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Marketing Package Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Mary W. Wells Memorial Diversity Award

## BACKGROUND

The Mary W. Wells Memorial Diversity Award is presented in support of the Cooperative Extension System's emphasis on diversity and pluralism -- a national program to respond to the changing work force, population and Extension audience. Contributions to diversity for the association and profession by Mary Wells, NEAFCS Past President, were recognized in 1996, when NEAFCS named the diversity award in her memory.

*Diversity* is defined as differences among people with respect to age, class, ethnicity, gender, physical and mental abilities, race, sexual orientation, spiritual practice and other human differences. *Pluralism* is defined as an organizational culture that incorporates mutual respect, acceptance, teamwork and productivity among people who are diverse in the dimensions of human differences listed above as diversity.

## AWARD

First, second and third place will be awarded. First place national winner will include a scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial scholarships for the Annual Session conference registration fee. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

The purpose of this award is to recognize outstanding efforts and accomplishments of individuals and/or teams in diversity and pluralism for any Extension Family and Consumer Sciences program or activity, including staff development, advisory councils, programs, etc.

The objectives of a diversity effort or program are:

1. To provide relevant educational programs to an increasingly diverse population
2. To encourage members of diverse groups to become more involved and influential in all aspects of Extension Family and Consumer Sciences programs, especially in leadership, key decision making and program planning.
3. To reflect the interests and contributions of diverse people in Extension program planning, program implementation and leadership roles.
4. To recognize outstanding professionals who have made significant efforts in the areas of diversity and pluralism.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program or activity shall have been conducted **within the past year**.
3. National winner will present **a concurrent session at Annual Session** the year the award is received.
4. **Regional winners will jointly present a concurrent session.**

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed pages:
  - a. Program accomplishments - briefly describe your significant accomplishments in an introductory paragraph. It is suggested that one program be selected for the application.
  - b. Identify the issues or reasons for the effort-describe timeliness to state or national issues, importance and significance. Define objectives and purpose and relate how they were developed. Identify and describe target audience.
  - c. Program description - design of program, locations, methods used to foster environment that respects and values diversity and pluralism, innovative/creative approach, involvement of others in planning and implementation, time frame – was it developed in the past year?
  - d. Accomplishments - impacts, evaluation method, obstacles overcome, benefits, numbers affected, qualitative results, contributions to FCS/CES diversity and pluralism efforts
  - e. Future implications - expansion, changes, application for other local, state or national programs
4. Letter of support from appropriate state supervisory staff or district administrator
5. Supplementary material is limited to five (5) pieces.
6. Photo of individual or team.

## JUDGING CRITERIA (100 total points)

1. Identify the issues or reasons for the effort - 15 points
2. Program description - 25 points
3. Program Impact and Implications - 40 points
4. Future Expansion Plans - 20 points

## PROCEDURE

1. Complete the online award application for the Mary W. Wells Memorial Diversity Award (see Award section under NEAFCS website).
2. Combine documents (outline, letter of support and supplementary material) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Mary W. Wells Memorial Diversity Award as listed above.

3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Master Family & Consumer Sciences Volunteer Program Award

## BACKGROUND

This award recognizes exceptional implementation of the Master Family & Consumer Sciences (FCS) Volunteer Program. The program provides core training that increases the capacity of Extension volunteers to help people make informed decisions, enhance their quality of living, and meet unique challenges affecting their families, farms, communities, and the economy. Additional information about the program is available at <http://www.masterFCSvolunteerprogram.info>.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

The national first place winner (One Extension Family & Consumer Sciences professional or team) will be honored with recognition from United States Department of Agriculture, National Institute of Food and Agriculture, Division of Family & Consumer Sciences.

## PURPOSE

The award will honor outstanding educational programming efforts that utilize the Master Family & Consumer Sciences Volunteer Program curriculum or educational materials as a supplement to enhance existing or new Master Volunteer Programs, including but is not limited to Master Food Volunteer, Master Food Preservers, Financial Mentors, and Energy Masters, etc.

## ELIGIBILITY

1. The application may be submitted by an individual or a team.
2. The outreach program or activity should have been conducted by an Extension professional and implemented at the state, regional or county/local level.
3. Data on volunteer management must be submitted in the national data base for the Master Family & Consumer Sciences Volunteer Program at <http://www.masterFCSvolunteerprogram.info>
4. The awardee will present a **Concurrent Session** on the program at Annual Session the year the award is received.
5. This award can be received only once within a 3-year period by the individual or team.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages:
  - a. Program description – background, purpose, goal and objectives, target audience reached, implemented at the local, county or state level, and delivery methods.
  - b. Program accomplishments – significant accomplishments, impacts including quantitative and qualitative results, evaluation, and other pertinent information.
  - c. Description of outreach by volunteers and outcomes and/or impact stories

- d. Future implications – expansion, changes, implications for other local, state or national programs.
4. Supporting material – limit to five (5) pieces (see communications awards for suggestions). Evidence of data on volunteer management submitted to Master FCS Volunteer Program National data base required.
5. Letter of support from administration leadership or volunteer.
6. Photo of applicant or team.

## **JUDGING CRITERIA**

Entries will be evaluated based on the following criteria:

1. Program Description – 15 points
2. Program Accomplishments/Impacts – 25 points
3. Volunteer Development/Leadership – 25 points
4. Future Implications – 15 points
5. Supporting Materials – 20 points

## **PROCEDURE**

1. Complete the online award application for the Master Family and Consumer Science Volunteer Program Award (see Award section under NEAFCS website).
2. Combine documents (outline, supporting material, and letter of support) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Master Family and Consumer Science Volunteer Program Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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## Past Presidents' New Professional Award

### BACKGROUND

With a belief in the value of professional development and the benefits of attending the NEAFCS Annual Session, the past national presidents of NEAFCS established this award to help enable new professionals to attend the NEAFCS Annual Session.

### AWARD

One national award of \$500 will be presented annually to an outstanding new professional. The award must be used to help defray the cost of attending the NEAFCS Annual Session, the year the award is received. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

### PURPOSE

1. To recognize outstanding accomplishments of NEAFCS members within the first five years of employment.
2. To encourage the use of innovative and effective methods of conducting an Extension program.
3. To encourage members to participate in NEAFCS and attend Annual Session.

### ELIGIBILITY

1. The applicant must be **in the first five years** from date of original employment with Extension. This award is for professionals early in their Extension career. Those who leave Extension and then resume their careers are not eligible.
2. **The award recipient must attend the Annual Session where the award is presented.** If the recipient is unable to attend the Annual Session, the award is forfeited.
3. **The recipient must be employed in the Cooperative Extension System at the time of the Annual Session when the award is presented.**

### APPLICATION

1. Review the **General Eligibility Requirements** and **Awards Application Information**.
2. Complete the Online Awards Application.
3. Program outline-limit to five (5) double-spaced typed pages.
  - a. Introduction of nominee - brief statement of the nominee's professional data.
  - b. Program accomplishments - summarize most outstanding program accomplishments as an Extension employee. Include objectives, goals, methods, results and evaluation of programs conducted.
  - c. Special honors or awards - list any special honors or awards received since beginning Extension employment



- d. Professional association membership and participation - list current membership in related professional associations. Do not included honorary societies, civic and service clubs.
4. Letter of support from appropriate state supervisory staff or district administrator. (Letter of support is not counted as a part of the five-page program outline)
5. Photo of applicant.

### **JUDGING CRITERIA (100 total points)**

1. Meets qualifications and requirements for award - 10 points
2. Program accomplishments
  - a. Meets new concerns and interests of families - 20 points
  - b. Involves others in planning and implementation - 15 points
  - c. Provides evidence of initiative, innovative methods and ideas - 20 points
  - d. Demonstrates results and future implications - 20 points
3. Special honors and awards - 5 points
4. Professional membership and participation - 5 points
5. Preparation of application (Letter of support) - 5 points

### **PROCEDURE**

1. Complete the online award application for the Past Presidents' New Professionals Award (see Award section under NEAFCS website).
2. Combine documents (outline and letter of support) into a PDF file and upload online in "Upload File #1, #2, or #3" for the Past Presidents' New Professionals Award as listed above.
3. Upload photo of applicant in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

### **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Program Excellence Through Research Award

## BACKGROUND

This award is to recognize NEAFCS members as both researchers and users of research. This award emphasizes the use of research results to improve existing programs or to develop new programs.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. Research shall have been conducted **in the past three (3) years**.
3. Applicant must be willing to present the research in **a concurrent session** for NEAFCS Annual Session the year the award is received. If a team application, at least one member of the team must be willing to present the research.
4. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Abstract -150 words or less summarizing the research
4. Synopsis-800 words or less depicting the use of study results to strengthen Extension programs. Include scientific research method, methodology and a review of the literature. References are separate from the 800-wordsynopsis.
5. JPEG photo of individual or team loaded in File Upload #4.

## JUDGING CRITERIA (100 total points)

1. Address critical concerns of Extension Family and Consumer Sciences applicable to Extension teaching - 15 points
2. Used accepted research methods/results presented objectively - 25 points
3. Findings used to strengthen Extension teaching and/or program development - 25 points
4. Conclusions and implications substantiated by results - 25 points
5. Clarity of presentation/readability (applications exceeding word limit will be penalized) - 10 points

## PROCEDURE

1. Complete the online award application for the Program Excellence Through Research Award (see Award section under NEAFCS website).

2. Combine documents (synopsis, abstract and references) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Program Excellence Through Research Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# School Wellness Award

## BACKGROUND

The School Wellness Award was established in 2012 to recognize outstanding school-based programs to promote and improve physical, emotional, and/or social wellness of students, staff or families of students in the school community.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

To recognize outstanding school-based programs to promote and improve physical, emotional, and/or social wellness of students, staff or families of students in the school community. The use of partnerships or collaborations, evidence of program impact and sustainability are part of the evaluation criteria. Programs may include: nutrition, fitness, garden-based nutrition education, health, character education, self-esteem, farm-to-school and more.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program was conducted in the past three years.
3. National winner will participate in the **Showcase of Excellence** at Annual Session the year the award is received.
4. If the first-place recipient is unable to attend the Annual Session, the award is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience, description of school community, program conducted in the past three years
  - b. Description – activities, materials developed and/or resources used, partnerships or collaborations, and marketing
  - c. Program impact – evaluation methods, results/impacts, visibility of the program (public relations)
  - d. Future sustainability, plans and implications
4. Supporting material – limit to five (5) pieces. (see communications awards for suggestions). – provides additional information or documents the above criteria
5. Photo of applicant or team.

## JUDGING CRITERIA (100 total points)

1. Introduction – 10 points
  - a. Objective described
  - b. Target audience identified
  - c. Description of school/community

- d. Program conducted in the past three years
- 2. Description
  - e. Plan and Activities – 20 points
  - f. Materials developed and/or resources used – 15 points
  - g. Partnerships or collaborations – 10 points
  - h. Marketing – 5 points
- 3. Impact
  - d. Evaluation methods – 5 points
  - e. Evaluation & impact results – 15 points
  - f. Visibility of the program (public relations) – 10 points
- 4. Future sustainability, plans and implications – 10 points

## **PROCEDURE**

1. Complete the online award application for the School Wellness Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the School Wellness Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# SNAP-Ed/EFNEP Educational Program Award

## Background

The Snap-Ed/EFNEP award was established in 2018 to recognize outstanding evidence-based nutrition education and obesity prevention interventions and projects for persons eligible for the Supplemental Nutrition Assistance Program (SNAP) or low-income families, particularly those with young children.

## Award

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## Purpose

The Snap-Ed/EFNEP award recognizes exceptional nutrition education and obesity prevention interventions and projects through complementary direct education, multi-level interventions and community and public health approaches to improve nutrition.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The program has been created within the past three years.
3. The program must address nutrition with a target audience of SNAPeligible participants or low-income families, particularly those with children
4. First place winner will present a **Showcase of Excellence** at Annual Session the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the **General Eligibility Requirements and Awards Application Information**.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - a. Introduction – program objectives, target audience described, and program developed within the past three years.
  - b. Program description – plan and activities (content and delivery methods described), materials developed and/or resources used; explain how materials are appropriate for target audience, partnerships or collaborations, marketing and publicity
  - c. Program impact – evaluation methods and instrument, impacts/results, program visibility, future sustainability, description of cost effectiveness of the program.
4. Supporting material – limit to five (5) pieces – should expand outreach, help sustainability of program, examples of resources used.
5. Photo of applicant or team.

## **JUDGING CRITERIA (100 total points)**

1. Introduction – Program objectives and target audience (SNAP eligible participants or low-income families, particularly those with children); program developed within the last three years - 15 points
2. Program description – plan & activities; innovative; materials developed and/or resources used; appropriate for audience; partnerships/collaborations; marketing – 35 points
3. Program Impact – evaluation methods and instrument, impact results, program visibility; future sustainability; cost-effective – 35 points
4. Supporting materials (5 pieces) – expands outreach, helps sustainability, increases resources – 15 points

## **PROCEDURE**

1. Complete the online award application for the SNAP-ED/EFNEP Education Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the SNAP-ED/EFNEP Education Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Social Media Education Award

## BACKGROUND

The Social Networking Award was established in 2012 to recognize innovative online social networking efforts. With the evolution of social media, the Social Media Education award was created in 2018.

## AWARD

First, second and third place will be awarded. First place national winner will receive a full scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session conference registration fee scholarships. The National Award winner's application will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## PURPOSE

To recognize innovative, online social media efforts. Social media examples are, but not limited to Facebook, Twitter, Snapchat, and Instagram.

## ELIGIBILITY

1. Application may be submitted by an individual or a team.
2. The Social Media has been created within the past three years.
3. The media may be the following applications: blogs, educational links, events, photos, followers, or open forums.
4. First place winner will present a **Concurrent Session** at Annual Session the year the award is received.
5. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline – limit to five (5) double-spaced typed pages.
  - f. Identify web address (URL) to access the social media site (web-link may be included)
  - g. Identify the issues and reasons for social media efforts and target audience. Evidence that the Social media was created in the past three years should be included.
  - h. Description: type of social media with web-link or URL, events, partnerships or collaborations involved, and marketing approaches utilized
  - i. Results and evidence of impact on participants/clientele/audience (people reached, event attendance, followers, subscribers and/or likes). Please include impact statements or success stories.
  - j. Indicate how Cooperative Extension was identified
4. Supporting material – limit to five (5) pieces (photos or screen shots)
5. Photo of applicant or team.



## **JUDGING CRITERIA (100 total points)**

1. Program Outline – 15 points
2. Applications – 20 points
3. Appropriate use of technology – 20 points
4. Organizations – 10 points
5. Creativity – 10 points
6. Impact – 15 points
7. Marketing – 5 points
8. Partnerships or collaborations – 5 points

## **PROCEDURE**

1. Complete the online award application for the Social Media Education Award (see Award section under NEAFCS website).
2. Combine documents (outline and supporting material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the Social Media Education Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Communications Awards

## BACKGROUND

This award is to encourage excellence in communications. In 1999, 2009, 2010 and 2012, the Communications Awards were revised to reflect the communications methods and technology used by NEAFCS members.

## AWARD

In each of the nine Communications Awards categories, a first, second, and third place national winner is selected. Each First-place national winner will receive a \$300 scholarship for the conference registration fee to attend Annual Session the year the award is received. Second and third place national winners will receive partial Annual Session Conference Registration fee scholarships. The National Award winners' applications will be displayed on the NEAFCS website after the NEAFCS Annual Session.

## ELIGIBILITY

1. The communications program will have been conducted within the past three (3) years.
2. Application may be submitted by an individual or a team.
3. If the recipient is unable to attend the Annual Session, the scholarship is forfeited but the winner will receive the award certificate.

## APPLICATION

1. Review the General Eligibility Requirements and Awards Application Information.
2. Complete the Online Awards Application.
3. Program outline - limit to five (5) double-spaced typed or printed pages, to include a detailed explanation of:
  - a. Category
  - b. Subject/issue
  - c. Target audience
  - d. Where program has been used
  - e. Number of people reached
  - f. Evidence of impact on participants/clientele/audience
  - g. Resources used (other agencies, businesses, volunteer leaders, special funds, etc.)
  - h. Percentage of the information written/prepared by applicant
  - i. Indicate information from university and/or USDA sources
  - j. Indicate how Extension Service is identified
4. Supplementary materials - submit the documentation required for respective category. (For **AWARD CATEGORIES** – refer to Communications categories below.)
5. Photo of team or individual.

*General Application Process for all communication entries above, see below for specific media or category. **Review category's judging sheet to see more specific judging information.***

## ***Award Categories***

**Educational Publications** – One (1) or a series of the following developed for an educational program: fact sheet, brochure, bulletin, booklet, flyer. Newsletters are not included. This is for a supplementary educational information piece (not advertising) designed to inform, update, and educate the reader and have them respond in a positive manner. Documents may be uploaded as part of application package or web- links may be included. Upload all documents including program outline, and supplemental materials to NEAFCS Awards Application (see NEAFCS website).

**Internet Education Technology** – Educational web-based program, web pages or website. Entry must include the web address (URL) and any additional instructions needed for accessing the web pages such as login and password if applicable. Upload all documents including program outline, and supplemental materials to NEAFCS Awards Application (see NEAFCS website).

**Newsletters** – Three (3) different issues of an educational newsletter written for either a general or specific audience. Newsletters may be for special educational effort or regular Extension program. Any method of printing or an online format is acceptable. Newsletters may be prepared for distribution through envelope mailing, online, or as a self-mailer. Newsletters can be uploaded or a web-link included for judging. Upload all documents including program outline and supporting materials to NEAFCS Awards Application (see NEAFCS website).

**Radio or Podcast** – An audio educational or promotional feature from one (1) minute to 15 minutes in length. May be a regular broadcast, series of PSA's with a theme, or a special program. Audio files may be included in documents uploaded to website or web- links may be included. Indicate length of feature. Upload all documents including program outline, and supplemental materials to NEAFCS Awards Application (see NEAFCS website).

**Television/Video** - A video educational or promotional feature or innovative, online social media education - video efforts. Examples are, but not limited to, YouTube, Vimeo, Live 360. The feature may be a regular broadcast, series of PSA's with a theme, a special program, or social media video. Video files or web-links may be included in documents uploaded. Indicate length of feature. Upload all documents including program outline, and supplemental materials to NEAFCS Awards Application (see NEAFCS website).

**Written Media** – A press release, a special feature story, personal column, or blog post. A copy of the media as submitted can be included in the documents uploaded or a web-link may be included for judging purposes. Make sure to include proof of publication. Do not send more than one article. Upload all documents including program outline, and supplemental materials to NEAFCS Awards Application (see NEAFCS website).

**For all communication awards: If web-link is submitted, please make sure it is a working link.** If judges are not able to access web-links, this may result in disqualification. Copy and paste link into your own browser to make sure it works for judges. Include any additional instructions needed for accessing web pages such as logins and passwords.

**JUDGING CRITERIA (100 total points) *other awards materials and information is available on the NEAFCS website.***

**Educational Publications - [see judging sheet for additional judging criteria](#)**

Program Outline - 30 points  
Content - 40 points  
Appearance - 20 points  
Creativity - 10 points

**Internet Education Technology - [see judging sheet for additional judging criteria](#)**

Program Outline - 20 points  
Content - 40 points  
Appropriate use of technology - 20 points  
Creativity - 20 points

**Newsletters – [see judging sheet for additional judging criteria](#)**

Program Outline - 20 points  
Content - 30 points  
Style - 25 points  
Format - 25 points

**Radio/Podcast - [see judging sheet for additional judging criteria](#)**

Program Outline - 20 points  
Organization and Message - 30 points  
Format - 20 points  
Style/Presenter - 20 points  
Technical quality - 10 points

**Television/Video - [see judging sheet for additional judging criteria](#)**

Program Outline - 20 points  
Content - 35 points  
Production techniques - 25 points  
Presenter/style - 20 points

**Written Media - [see judging sheet for additional judging criteria](#)**

Program Outline – 20 points  
Content - 40 points  
Organization - 25 points  
Style - 15 points

**PROCEDURE**

1. Complete the online award application for the appropriate Communication Award (see Award section under NEAFCS website).
2. Combine documents (outline and supplementary material) into a PDF file and upload online in “Upload File #1, #2, or #3” for the appropriate Communication Award as listed above.
3. Upload photo of individual or team in File #4 as a JPEG file.
4. Each Affiliate Vice President/chair for Awards and Recognition will designate all state applications eligible for advancement to regional/national judging to the national vice president of awards and recognition no later than March 16, 2020.

## **QUESTIONS?**

Contact your Affiliate Vice President /Chair of Awards and Recognition or Julie Garden-Robinson, NEAFCS Vice President for Awards and Recognition, by email at [Julie.garden-robinson@ndsu.edu](mailto:Julie.garden-robinson@ndsu.edu) or by phone at 701.231.7187.

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# Judging Sheets



## COMMUNITY PARTNERSHIP AWARD JUDGING SHEET

Name: \_\_\_\_\_

**Affiliate Region:**                      Central                      Eastern                      Southern                      Western

		<b>Possible Points</b>	<b>Points Earned</b>
<b>Description of Community Partnership</b>	Need for partnership		
	Evidence of collaboration with others in community (non-NEAFCS)	10	
<b>Program Description</b>	Need for program		
	Uniqueness of program		
	Program objectives	15	
	Target audience		
	Effort conducted within the past three years		
<b>Program Impact Accomplishment</b>	Learner impact and change		
	Program outcomes Collaboration outcomes Letters of support (2)	25	
<b>Role of NEAFCS Member(s)</b>	What did the NEAFCS member (s) contribute to the partnership effort?	15	
<b>Role of Community Partners</b>	What did community groups or agencies contribute to the partnership effort?	15	
<b>Future Implications</b>	Continuing partnership Expansion of partnership "Sun-setting" of partnership	10	
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)	10	
	<b>Total Points</b>	100	

**Comments:**



**EARLY CHILDHOOD CHILD CARE TRAINING AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Description</b>	Situation, goals/ objectives, emphasis Target audience defined Topic for child care professional Program conducted in the past two years		15	
<b>Program Accomplishments</b>	Content appropriate Evidence that program is serving needs and interests of families Delivery method described  Creativity Initiative Quality of materials Innovative methods Marketing/delivery piece Cooperators/special/funds		50	
<b>Program Impact</b>	Evaluation method/tool Evidence of impact on childcare professionals and/or community Future implications		35	
	<b>Total Points</b>		100	

**Comments:**





**EDUCATIONAL CURRICULUM PACKAGE  
AWARD JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	<b>Central</b>	<b>Eastern</b>	<b>Southern</b>	<b>Western</b>
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	Issues and audience identified Program use and # of people reached Impact on audience Resources used		20	
<b>Content</b>	Percentage of information written/prepared by applicant Information from university or USDA resources How Extension is identified Written in the last three years Accurate, credible information Research based Uses two or more communication method – newsletters, written news, radio/podcast television/video, internet education, web pages, or publications		40	_____
<b>Appearance</b>	Designed to make the program participant become aware/informed/educated Includes teaching plan, teaching notes, evaluation instrument Well written and information presented in logical sequences Clear instructions for using curriculum, including equipment needs and set up User-friendly		25	_____
<b>Evaluation Methods</b>	Various typographical techniques (capitals font style, bolding font, color, etc.) used to add to the effectiveness of the pieces Effective use of graphics Evaluation tools included Defined outcomes related to program objectives, evaluation results		15	_____
		<b>Total Points</b>	100	_____

**Comments:**



## ENVIRONMENTAL EDUCATION AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Program objectives Target audience Topic – Environmental Issues Conducted in the past three years		15	_____
<b>Program Description and Accomplishments</b>	Content appropriate Delivery method described Creativity Materials developed Innovative methods		35	_____
<b>Program Impact</b>	Evaluation method/tool Results and impact Marketing tools Publicity used Cooperative Extension identified		35	_____
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)		15	_____
	<b>Total Points</b>		100	_____

**Comments:**



## EXCELLENCE IN TEAMWORK AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Description of Teamwork/ Collaboration</b>	Need for Teamwork Evidence of collaboration with at least two disciplines (Agriculture, Horticulture, 4-H, etc.)		10	_____
<b>Program Description</b>	Need for Family and Consumer Sciences program Uniqueness of program Program objectives Methods used Target audience Created within the past three years Marketing tools – Cooperative Extension identified		15	_____
<b>Program Impact Accomplishments</b>	Learner impact and change Evaluation tool/data analysis Program outcomes Teamwork Letters of support (2) – outstanding Teamwork and program success		25	_____
<b>Role of NEAFCS Member(s)</b>	Contributed significantly to teamwork and program success		15	_____
<b>Role of Team Members</b>	Contributed significantly to teamwork and program success		15	_____
<b>Future Implications</b>	Continuing team collaboration Expansion of team “Sun-setting” of team		10	_____
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)		10	_____
	<b>Total Points</b>		100	_____

**Comments:**



**EXCELLENCE IN MULTI STATE COLLABORATION AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	<b>Central</b>	<b>Eastern</b>	<b>Southern</b>	<b>Western</b>
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Description of multi-state collaboration</b>	Uniqueness and Need for collaboration Evidence of collaboration with other states Program created within the past three years		10	_____
<b>Program Description</b>	Need for program Uniqueness of program and education methods Program objectives Target audience Marketing/publicity – how was Cooperative Extension identified		15	_____
<b>Program Impact and Accomplishments</b>	Evaluation Tool and method Learner impact and change Program outcomes Collaboration outcomes Two Letters of support		25	_____
<b>Role of Each State</b>	What did each state contribute to the collaboration effort		20	_____
<b>Future Implications</b>	Continuation of collaboration Expansion of collaboration “Sun-setting” of collaboration		15	_____
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)		15	_____
	<b>Total Points</b>		100	_____

**Comments:**



## EXTENSION DISASTER EDUCATION AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Problem statement, program goals and objectives, and target audience		10	_____
<b>Program Description</b>	Demonstrates the program is making a difference for individuals, families or communities being served: <ol style="list-style-type: none"> <li>a. Relevance of content of program;</li> <li>b. Partnerships – evidence of collaborations with others to address disaster education;</li> <li>c. Leadership capacity – evidence that the Extension Service has provided the leadership to establish, implement, and evaluate the program; and</li> <li>d. Unique Delivery Methods – evidence of using unique outreach methods to implement program follow-up with program participants and document impacts of program</li> </ol>		30	_____
<b>Program Impact</b>	Program accomplishments/impacts/evaluation		25	_____
<b>Community Partners</b>	Role of community partners		10	_____
<b>Future Implications</b>	Future Implications		10	_____
<b>Supporting Materials</b>	Limit of five (5) pieces (to include evaluation instrument, letter(s) of support, and other supporting documents		15	_____
<b>Total Points</b>			100	_____

Comments:



## EXTENSION EDUCATOR OF THE YEAR AWARD JUDGING SHEET

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Accomplishments</b>	Evidence programs are serving the current needs and interests of families			
	Evidence of creativity, initiative, and innovative methods		50	
	Evidence of impacts on families Letters of support			
<b>Professional Improvement and Leadership</b>	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.		30	
<b>Professional Association Participation</b>	Special honors and awards			
	Active membership, participation, and leadership in NEAFCS at affiliate and national level		20	
	Active participation in other professional associations			
	<b>Total Points</b>		100	

**Comments:**



## EXTENSION HOUSING OUTREACH AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Program objectives Target audience Topic – Housing Issues Program conducted in the past two years By County/Regional Extension Professional/Agent and implemented on the county level		15	_____
<b>Program Description</b>	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	_____
<b>Program Impact</b>	Evaluation methods identified 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. Marketing/Publicity efforts – Cooperative Extension identified		25	_____
<b>Program Transferability</b>	Program and support materials can be modeled and implemented by another Extension program		5	_____
<b>Supporting Materials</b>	Limited to ten (10) pieces (brochures, flyers, handouts, evaluations, photos, etc.)		15	_____
	<b>Total Points</b>		<b>100</b>	_____

**Comments:**



**FAMILY HEALTH & WELLNESS AWARD JUDGING SHEET**

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Objectives, description of target audience, conducted in the past three years		10	_____
<b>Plan &amp; Activities</b>	Meets objectives Appropriate for Audience High quality Useful, Feasible, Innovative		20	_____
<b>Materials Developed &amp; Resources Used</b>	Appropriate for Audience High quality Useful, Innovative Cost-Effective		15	_____
<b>Partnerships or Collaborations</b>	Expands outreach Helps Sustainability Increases resources		5	_____
<b>Marketing</b>	Increases visibility for FCS Informs public		5	_____
<b>Evaluation Methods</b>	Appropriate Addresses objectives		5	_____
<b>Evaluation &amp; Impact Results</b>	Total outreach Provides quantitative and qualitative results Cost-effective Discussed implications of results		20	_____
<b>Visibility of Program (Public Relations)</b>	Showcases impact of program		10	_____
<b>Future Sustainability</b>	Plans & implications		10	_____
<b>Total Points</b>			100	_____

Comments:





**FINANCIAL MANAGEMENT AWARD IN MEMORY OF DEAN DON FELKER  
JUDGING SHEET**

Name: \_\_\_\_\_

**Affiliate Region:**            Central                    Eastern                    Southern                    Western

		<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Program objectives		
	Target audience	15	
	Topic – Financial Management		_____
<b>Program Description and Accomplishments</b>	Content appropriate		
	Delivery method described		
	Creativity	35	
	Quality materials developed Innovative methods		_____
<b>Program Impact</b>	Evaluation method/tool Results and impact Marketing	35	
	Publicity		_____
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)	15	
			_____
<b>Total Points</b>		100	_____

**Comments:**



## FLORENCE HALL AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
	<b>Possible Points</b>			<b>Points Earned</b>
<b>Program Description</b>	Situation Emphasis Goals Scale/size Program conducted in the past 5 years		15	_____
<b>New Concerns and Emerging Issues</b>	Methods Clientele Rural/Urban Focus		25	_____
<b>Resources Involved</b>	Cooperators Volunteers Special Funds		10	_____
<b>Accomplishments</b>	Impact/Results Numbers Impacted How Measured Letter of Support		25	_____
<b>Future Implications</b>	Clientele to be served		10	_____
<b>Other Extension Programs</b>	Limit to Span of Nominated Project		5	_____
<b>Support Evidence</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)		10	_____
<b>Total Points</b>			100	_____

Comments:



## FOOD SAFETY AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Program objectives		15	_____
<b>Program Accomplishments</b>	Target audience Content appropriate Delivery method described Creativity Materials developed Innovative methods		35	_____
<b>Program Impact</b>	Evaluation method/tool Results and impact Marketing/Publicity Cooperative Extension identified		35	_____
<b>Supporting Materials</b>	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)		15	_____
	<b>Total Points</b>		100	_____

**Comments:**



## GREENWOOD FRYISINGER AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western	
	<b>Possible Points</b>			<b>Points Earned</b>	
<b>Mentoring Experience</b>	Background of mentee - Extension experience, major programs, areas of expertise, years of membership in NEAFCS and years in current position			30	_____
<b>Impacts of Mentoring Experience</b>	Programs/activities implemented Issue Area Addressed  Impacts			35	_____
<b>Professional Development Plan</b>	Evidence of mentee & mentor involvement are shared  Professional development activity details  Networking & Personal Objectives/Goals			25	_____
<b>Letters of support from Mentor(s)</b>	Financial Costs  Anticipated Impacts/Results  Skills and effectiveness of mentee Cooperation with mentor(s) Mentee's ability to work with people, be a leader, speak & write effectively			10	_____
	<b>Total Points</b>			100	_____

**Comments:**



**HUMAN DEVELOPMENT/FAMILY RELATIONSHIPS AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	Abstract, objectives identified, Target Audience described Timeliness – Conducted in the past three years		15	_____
<b>Program Description</b>	Plan & Activities  Innovative Materials developed and/or Resources used		35	_____
<b>Program Impact</b>	Partnerships or collaborations Marketing/publicity – Cooperative Extension identified  Evaluation methods identified Impact results outlined Program Visibility, Future sustainability, and Cost- Effectiveness identified		35	_____
<b>Supporting Materials</b>	Limited to five (5) pieces Expands outreach Helps sustainability Increases resources		15	_____
		<b>Total Points</b>	100	_____

**Comments:**



## INNOVATION IN PROGRAMMING AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Issue Identification</b>	Timely or relevant to state or national issues		15	
	Objectives clearly identified			
	Target audience			
<b>Program Description</b>	Program represents an innovative and creative approach		30	
	Clear and concise written presentation			
	Why innovation needed for target audience			
	Was it developed with collaboration with others?			
	Collaborative efforts described			
<b>Program Impact and Implications</b>	Timely – was the project done within the past three years?			
	Marketing and publicity – how was Cooperative Extension identified?		40	
	Number of people reached (volunteers, participants, collaborators, etc.)			
	Program impact data			
	Evaluation method			
	Letter of Support			
<b>Plans for Expansion</b>	Application to other local, state, and national programs		15	
	Describe plans to develop further skills and/or programs and who will be involved			
	<b>Total Points</b>		100	

**Comments:**



**INNOVATIVE YOUTH DEVELOPMENT PROGRAM AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Issue Identification</b>	Timely or relevant to state or national issues affecting youth. Objectives clearly identified. Target audience identified.		15	_____
<b>Program Description</b>	Innovative and creative approach to program methods/delivery. Clear and concisely written presentation. Why innovation needed for target youth audience. Collaborative efforts described. Timely – was the project done within the past three years? Marketing and publicity – how was Cooperative Extension identified.		30	_____
<b>Program Impact and Implications</b>	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 supports contribution of innovative program		40	_____
<b>Plans for Expansion</b>	Describe plans or next steps to develop further skills and/or programs and who will be involved		15	_____
		<b>Total Points</b>	100	_____

**Comments:**



## MARKETING PACKAGE AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Issue or Reason for Effort</b>	Issues identified Audience identified Relevant to Family & Consumer Science and Cooperative Extension Service Uniqueness and need for effort		30	_____
<b>Accomplishments</b>	When and where marketing efforts were used Number of people reached Impact (results) from marketing effort Successfully used with the past three years Cooperative Extension is identified in the material		35	_____
<b>Supplementary Pieces</b>	Application may contain three or more of the following: brochure, flyer, news release, radio spots/podcasts, TV PSA, exhibit, web page information, social media posts 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 How is Extension Service Identified? Do all the pieces complement each other?		35	_____
	<b>Total Points</b>		100	_____

**Comments:**





**MARY W. WELLS MEMORIAL DIVERSITY AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Issue Identification</b>	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	_____
<b>Program Description</b>	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 year?		25	_____
<b>Program Impact and Implications</b>	Number of people reached (volunteers, participants, collaborators, etc.) Program impact data Evaluation method Application to other local, state, and national programs Letter of support Supplemental material relevant to application		40	_____
<b>Future Expansion Plans</b>	Ways to expand efforts Describe plans to develop further skills and/or programs and who will be involved Application for other local, state or national programs		20	_____
	<b>Total Points</b>		100	_____

**Comments:**



**MASTER FAMILY AND CONSUMER SCIENCES  
VOLUNTEER PROGRAM AWARD JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Description</b>	Background/Purpose Goal/Objectives			
	Target Audience Delivery Methods Program conducted at state, regional or county/local level		15	_____
<b>Program Accomplishments</b>	Significant Accomplishments Outcomes/Impact Stories			
	Evaluation Methods, qualitative & quantitative results		25	_____
<b>Volunteer Development/ Leadership</b>	Outreach by Volunteers Impact Stories			
	Letter of Support		25	_____
<b>Future Implications</b>	Expansion and/or Changes Implications for Local, State or National Programs			
			15	_____
<b>Supporting Material</b>	Limit to 5 Pieces			
	Evidence that data on volunteer Management was submitted in the Master FCS Volunteer Program National Data Base		20	_____
	<b>Total Points</b>		100	_____

**Comments:**



**PAST PRESIDENTS' NEW PROFESSIONAL AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Qualification for Award</b>	In first 5 years of employment with Extension from date of original employment.		10	_____
<b>Program Accomplishments</b>	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	_____
<b>Special Honors and Awards</b>	Any recognized awards or honors received since beginning Extension employment		5	_____
<b>Professional Membership and Participation</b>	Current membership in related professional associations (not including honoraria, civic organizations or service clubs).		5	_____
<b>Preparation of Application</b>	Letter of Support		5	_____
	<b>Total Points</b>		100	_____

Comments:



**PROGRAM EXCELLENCE THROUGH RESEARCH AWARD  
JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western	
<b>Judging Criteria</b>				<b>Possible Points</b>	<b>Points Earned</b>
Address critical concerns of Family and Consumer Sciences applicable to Extension Teaching Research conducted in the past 3 years			15		_____
Used accepted research methods and results presented objectively			25		_____
Findings used to strengthen Extension teaching and/or program development			25		_____
Conclusions and implications sustained by results			25		_____
Clarity of presentation/readability (applications exceeding word limit will be penalized. This does not include references.)			10		_____
			<b>Total Points</b>	100	_____

**Comments:**



## SCHOOL WELLNESS AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Introduction</b>	States program objective, target audience, describes school/community situation Timeliness – program conducted in the past three years		10	_____
<b>Plan &amp; Activities</b>	Meets objectives Appropriate for Audience High quality Useful, Feasible, Innovative		20	_____
<b>Materials Developed &amp; Resources Used</b>	High quality Useful, Innovative Cost-Effective		15	_____
<b>Partnerships or Collaborations</b>	Expands outreach Helps Sustainability Increases resources		10	_____
<b>Marketing</b>	Increases visibility for FCS and school, Informs public		5	_____
<b>Evaluation Methods</b>	Appropriate Addresses objectives		5	_____
<b>Evaluation &amp; Impact Results</b>	Total outreach Provides quantitative and qualitative results Discussed implications of results		15	_____
<b>Visibility of Program (Public Relations)</b>	Showcases impact of program		10	_____
<b>Future Sustainability</b>	Plans & implications		10	_____
<b>Total Points</b>			100	_____

Comments:



## SNAP-ED/EFNEP EDUCATION AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			Possible Points	Points Earned
<b>Introduction</b>	Program objectives Target audience (SNAP eligible Participants or low-income families, particularly those with children		15	_____
<b>Program Description</b>	Plan & Activities Innovative Materials developed and/or Resources used Appropriate for audience Partnerships or collaborations Marketing		35	_____
<b>Program Impact</b>	Evaluation methods and instrument Impact/results Program visibility Future sustainability Cost-Effective		35	_____
<b>Supporting Materials</b>	Expands outreach Helps sustainability Increases resources		15	_____
	<b>Total Points</b>		100	_____

Comments:



## SOCIAL MEDIA EDUCATION AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	Need/Goal/Objectives			
	Program areas addressed			
	Potential audiences		15	_____
	The media was created within the past three years			
<b>Applications</b>	Presence on several social media platforms		20	_____
	Tools - posts, pictures, links used			
<b>Appropriate Use of Technology</b>	Variety of uses - links, downloads		20	_____
<b>Organization</b>	Concise, ease of access		10	_____
<b>Creativity</b>	Proactive outreach to potential audience(s)			
	Fosters meaningful conversations from followers		10	_____
<b>Impact</b>	Number of followers			
	Interaction level from followers ("Reach")		15	_____
<b>Marketing</b>	Impacts/Success Stories			
	How promoted			
<b>Partnerships or Collaborations</b>	Evidence of increase in followers		5	_____
	Cooperative Extension identified			
<b>Partnerships or Collaborations</b>	Evidence by number of shares			
	Links by collaborators		5	_____
<b>Total Points</b>			100	_____

Comments:



**COMMUNICATIONS: EDUCATIONAL PUBLICATION  
AWARD JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	<b>Central</b>	<b>Eastern</b>	<b>Southern</b>	<b>Western</b>
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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		30	_____
<b>Content</b>	How Extension is identified Written in the last three years 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		40	_____
<b>Appearance</b>	Holds the attention of the reader 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		20	_____
<b>Creativity</b>	Effective use of graphics Neat, clear, and clean cut Attention "grabbing" Creates interest		10	_____
	<b>Total Points</b>		100	_____

**Comments:**





**COMMUNICATIONS: INTERNET EDUCATION TECHNOLOGY  
AWARD JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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		20	_____
<b>Content and Production</b>	How Extension is identified Developed in the last three years 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	_____
<b>Appropriate Use of Technology</b>	Web page good choice for presentation Appropriate for intended audience Simple and clear instructions for use		20	_____
<b>Creativity</b>	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	_____
	<b>Total Points</b>		100	_____

**Comments:**



## COMMUNICATIONS: NEWSLETTERS AWARD JUDGING SHEET

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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 Written in the last three years		20	_____
<b>Context</b>	Are newsletter goals clear from reading 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	_____
<b>Style</b>	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	_____
<b>Format</b>	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	_____
	<b>Total Points</b>		100	_____

**Comments:**



**COMMUNICATIONS: RADIO/PODCAST AWARD JUDGING SHEET**

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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		20	_____
<b>Organization and Message</b>	How Extension is identified Written/Recorded in the past three years Subject matter practical and relevant, educational, promotional Presented clearly and concisely, one minute to 15 minutes length Aimed at a particular audience, or presented to appeal to general public Pertinent to locality? If promotional, does it accomplish goal?		30	_____
<b>Format</b>	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	_____
<b>Presenter/Style</b>	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 monotones?		20	_____
<b>Technical Quality</b>	Quality meets broadcast standards? Recording crisp and clear Recording level properly set and maintained		10	_____
	<b>Total Points</b>		100	_____

**Comments:**



**COMMUNICATIONS: TELEVISION/VIDEO AWARD JUDGING SHEET**

Name: \_\_\_\_\_

<b>Affiliate Region:</b>	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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		20	_____
<b>Content</b>	How Extension is identified Recorded in the last three years Subject matter practical and relevant, educational, promotional Presented clearly and concisely, Time length included		35	_____
<b>Production Techniques</b>	Aimed at particular audience, or presented to appeal to general public Pertinent to locality? If promotional, does it accomplish Introduction attracts attention of audience and peaks interest Content flows freely, with smooth transition		25	_____
<b>Presenter/Style</b>	Topics follow logical sequence. Friendly and direct "closure" Includes Cooperative Extension "Brand" Does the TV/Video have "sparkle" and "personality"? Is the TV/Video enthusiastic and gets the information across to the audience?		20	_____
	<b>Total Points</b>		100	_____

**Comments:**



**COMMUNICATIONS: WRITTEN MEDIA AWARD JUDGING SHEET**

Name: \_\_\_\_\_

Affiliate Region:	Central	Eastern	Southern	Western
			<b>Possible Points</b>	<b>Points Earned</b>
<b>Program Outline</b>	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		20	
	How Extension is identified One article written in the past three years Proof of publication			_____
<b>Content</b>	<u>Feature/Column/Blog Post:</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?		40	
	<u>Media Release:</u> Is the material news worthy? Is essential information given? Is the material timely? Does the writer avoid editorializing and/or expressing opinions?			_____
<b>Organization</b>	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?		25	
	Well written, using correct grammar and uncomplicated sentences.			_____
<b>Style</b>	Does the writing style exhibit a fresh approach? Does the story attract and hold the reader's attention?		15	
	Did it follow publication and/or journalism guidelines?			_____
		<b>Total Points</b>	100	_____

**Comments:**