

TEAFCS AWARDS MANUAL

2024



National Awards

Texas Deadline for Application: **February 14, 2024**

NEAFCS Awards Manual

The 2024 NEAFCS Awards Manual is available on the NEAFCS website: <https://www.neafcs.org>. It contains a complete description of awards as well as eligibility and submission requirements. Members should review and follow the guidelines in the manual in preparing and submitting awards applications. Please remember that membership dues must be renewed by December 31st in order to qualify for awards.

Additional Resources

NEAFCS also has some additional resources to help with the awards process:

- [Awards Instructions](#) - Step-by-step Guide with Screen Shots
- [Combining Documents Using Adobe Acrobat Pro](#)
- [2024 Awards-at-a-Glance](#)
- [2024 Awards Manual/Guidelines](#)
- [Award Winning Tips](#)
- [Award Winning Applications FAQs](#)

Submission Process

The Texas deadline for national awards submission is **February 14, 2024**. Awards will be submitted to NEAFCS using the online process. The NEAFCS Awards Application is available on the NEAFCS website.

Texas members submitting national awards applications must complete the following:

1. Submit the NEAFCS Awards Application online by the Texas deadline of **February 14, 2024**.
2. Email a copy of your awards submission confirmation page to TEAFCS 1st Vice President, Kailey Roberts at kailey.roberts@ag.tamu.edu

If the submission is for a team award, please include a list of team members.

Reminders from NEAFCS

- NEAFCS divides the STATES into Regions. Texas is the SOUTHERN Region
- Use video files that are compatible with Windows Media Player or web links for videos; create easy access for judges.
- Protected documents or videos—include Username & Password for judges' access.
- DSA and CE applications require online submission – not judged at National Level (2021 Update)
- 3 upload spaces; each space holds only last document uploaded.
- Combine files with Adobe Acrobat; create PDF files, merge, and order.
- Do Not include “extra” pictures in written application.
- Photo – include a photo of yourself or your team members (not the audience) depicting your nominated program efforts. Photo is uploaded in File #4 as a JPEG file and is required for the application to be submitted. Applications submitted without a photo will not be accepted
- Large teams of more than 20 members, in space 20 or last space type “additional team members listed in application.” Refer to guidelines listed at the top of page 8 of Manual.
- DO NOT enter awards for another person; entry is tied to your member profile.
- Check the confirmation email is received. It will have links to all documents included in the application.
- Judges scores are final

TEAFCS State Only Awards

Application Deadline: [April 5, 2024](#)

TEAFCS offers several awards that are only offered at the state level. These awards were developed as an additional way to recognize our members as well as some of the individual and groups that provide support to FCH programming efforts.

Program Awards

The following TEAFCS awards are available at the state level only. These awards will be given priority to those programs with originality. Programs should also have been implemented during the last programming year.

Program Award Categories

Program awards will be presented in the following categories:

- Innovation in Texas Programming
- Healthy Texas (Health and Wellness programs that are not BLT related)
- Healthy Texas – Better Living for Texans
- 4-H and Youth Development
- Curriculum Enrichment
- Multi-County Programming
- Interdisciplinary Programming

Program Award Application Requirements

All applications must be submitted electronically as one PDF document to Kailey Roberts at kailey.roberts@ag.tamu.edu no later than [April 5, 2024](#). The application should contain the following:

- Cover Page (Available on the TEAFCS website)
- Program In-Depth or Outreach Summary (Maximum of two pages)
- Supporting Pieces (May include up to five. These can include program flyers, handouts, brochures, program pictures, etc.)
- Letter of Support (This letter should be from a program collaborator or participant. It should not come from another Extension employee.)

Program Awards Score Sheet

TEAFCS Program Awards will be evaluated using the score sheet found on page 4

TEAFCS Program Awards Score Sheet

Name: _____ Award Category: _____

Relevance/ Issue Identification:	Timely or relevant to local, state, or national issues. Objectives clearly identified. Target Audience. Is this a new Extension program? Was it developed with collaboration with others?	15	_____
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Response/ Program Description	Delivery method described Creativity Materials Developed Innovative Methods Marketing Publicity	30	_____
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Results/ Program Impact	Evaluation method describes Results and impact Ways to expand efforts	35	_____
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Supporting Material	Limited to five (5) pieces (brochures, flyers, handouts, evaluations, etc.)	10	_____
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Letter of support		10	_____
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Total Points: 100 _____

Comments:

County Judges and Commissioners Court Award

Criteria

This award will be presented to a court that has demonstrated strong support of Extension FCH programs. This award may be presented to a Commissioners Court from any District.

Nomination Requirements

The County Judges and Commissioners Nomination Form must be submitted electronically as one PDF document to Kailey Roberts at kailey.roberts@ag.tamu.edu no later than [April 5, 2024](#).

Presentation of Award

This award will be presented at the TEAFCS State Conference. The host district will provide 5 tickets to the awards event. No funding will be available for travel expenses.

Friend of Extension Award

Criteria

Nominee may be any individual or group which supports the Extension FCH program. This award may only be presented once.

Nomination Requirements

The Friend of Extension Nomination Form must be submitted electronically as one PDF document to Kailey Roberts at Kailey.Roberts@tamu.edu no later than [April 5, 2024](#).

Presentation of Award

This award will be presented at the TEAFCS State Conference. The host district will provide 2 tickets to the awards event. No funding will be available for travel expenses.

Specialist Award for Distinguished Achievement

Criteria

Nomination should focus on outstanding educational programs and projects developed and/or conducted during the past 1 to 3 years by an Extension Specialist/Team of the Texas A&M AgriLife Extension Service that have supported CEA-FCH faculty.

Nomination Requirements The Specialist Award Nomination Form must be submitted electronically as one PDF document to Kailey Roberts at Kailey.Roberts@tamu.edu no later than [April 5, 2024](#).

Presentation of Award This award will be presented at the TEAFCS State Conference. The host district will provide 2 tickets to the awards event. No funding will be available for travel expenses.

Extension Support Staff Award

Criteria

Award may be presented to an individual who is an employee of Texas A&M AgriLife Extension Service or is in a county position.

Nomination Requirements

The Extension Support Staff Award Nomination Form must be submitted electronically as one PDF document to Kailey Roberts at Kailey.Roberts@tamu.edu no later than [April 5, 2024](#).

Presentation of Award

This award will be presented at the TEAFCS State Conference. The host district will provide 2 tickets to the awards event. No funding will be available for travel expenses.

TEAFCS Scholarships

Application Deadline: April 5, 2024

TEAFCS Professional Development Scholarship

Purpose The purpose of the TEAFCS Professional Development scholarship is to provide financial assistance for members pursuing Post-graduate study. \$500 will be awarded to two current TEAFCS members each fall.

Application Requirements TEAFCS members in good standing who have not received the Professional Development Scholarship the previous year are eligible. The TEAFCS Professional Development Scholarship must be submitted electronically as one PDF document to Kailey Roberts at Kailey.Roberts@ag.tamu.edu no later than [April 5, 2024](#). The application should contain:

- The application form.
- Letter of Support from your immediate supervisor.

Presentation of Scholarship

Scholarship winner(s) will be recognized at the TEAFCS State Conference.

Ann Sonner Scholarship

Scholarship Given One (1) \$1,200.00 scholarship will be awarded. Scholarship may be received only one time by an individual.

Eligibility Requirements

Applicant must meet the following requirements:

- Actively participated in 4-H three years.
- Minimum grade point average of 2.5 on 4-point system.
- Attending a Texas College or University.
- Majoring in a Family and Consumer Sciences related field.
- Currently an undergraduate Sophomore or above in College.
- Scholarship to be applied to Junior or Senior years of college.
- Scholarship may only be received one time.

Application Requirements The Ann Sonner Scholarship application must be submitted electronically as one PDF document to Kailey Roberts at Kailey.Roberts@ag.tamu.edu no later than [April 5, 2024](#).

Applicant Instructions

- Attach one complete college transcript including last semester attended.
- Include two letters of recommendation (one from your County Extension Agent and one from a professor in the department of your major).

Judging Criteria Applications will be judged based equally on each of the following: Financial Need, Scholastic Ability, Leadership and Character, Participation in 4-H

Presentation of Scholarship A certificate will be presented to the recipient. Funds will be issued to the college or university in one check.