

GEAFCS Award Manual 2021

Revised December 30, 2020 by
Keishon J. Thomas, GEAFCS VP for Awards & Recognition

Georgia Deadline for Application: February 12, 2021

NEAFCS Only Awards

NEAFCS Awards Manual

The [2021 Awards Manual/Guidelines](#) is available on the NEAFCS website. It contains a complete description of awards as well as eligibility requirements. Members should review and follow the guidelines in the manual in preparing and submitting awards applications. Please remember that membership dues should have been renewed by December 31st in order to be eligible to apply for awards.

Additional Resources

Additional resources to assist with the awards process can be found on the NEAFCS website under the awards tab. See the links below for selected links:

- ❖ [2021 Awards-at-a-Glance](#)
- ❖ [Awards Instructions](#)
- ❖ [2021 Awards Affirmation](#)
- ❖ [Award Winning Applications FAQs 2019](#)
- ❖ [PowerPoint - Combining Documents Using Adobe Acrobat Pro](#)
- ❖ <https://drive.google.com/open?id=0BzDvOiek3 NPVTNRY0vFNjFEOWc>
- ❖ [2020 Award Winners](#)

Submission Process

The Georgia deadline for national awards submission is **February 12, 2021**. Awards will be submitted electronically to NEAFCS using the online process. The NEAFCS Awards Application is available on the NEAFCS website.

Georgia Members submitting national awards applications must complete the following:

1. Submit the NEAFCS Award Application online by the Georgia deadline of February 12, 2021.
2. Email a copy of your awards submission confirmation page to GEAFCS VP of Awards and Recognition, Keishon J. Thomas at thomaskj@uga.edu. If the submission is a team award, please include a list of team members.

Reminders from NEAFCS

- ❖ 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.
- ❖ 3 upload spaces; each space holds only the last document uploaded.
- ❖ Combine files with Adobe Acrobat; create PDF files, merge, and order.
- ❖ One picture required in last (fourth) space; application not accepted if not loaded.

- ❖ Do not include extra pictures in written application.
- ❖ Large teams of more than 20 members, in last space put “additional team members listed in application.” See page 7 of NEAFCS Manual for more information.
- ❖ Do not enter wards for another person; the entries are tied to your member profile.
- ❖ Confirmation email lists uploaded files.
- ❖ Judges scores are final.

2021 Award Changes

1. The Awards Manual has a new and revised look
2. The final page contains a review of the Affirmation along with two check boxes. You will need to check both to complete your submission by clicking Submit at the bottom of the screen.

Reminders

1. Educational Curriculum Package award has been moved from the Communication awards. The Curriculum package award will be independent from the Communication Awards. It is designed to include teaching curriculum and supporting documents which requires more in-depth design.
2. “Social Media Education - Online Video” award has been combined with “Television/Video” award and will be titled “Television/Video Award.” Technology has evolved to the point where Television/web-based videos are accessible through either web links or social media links.
3. “Written Press Release” will be titled “Written Media.” This category will include blogs.
4. The Photography Award has been retired.
5. The award amounts will be reduced for Newsletter, Written Media Release, Radio/Podcast,
 - Television/Video, Educational Publications, Internet Education Technology, to the following:
 - 1st Place - \$300 registration fee waiver
 - 2nd Place - \$200 registration fee waiver
 - 3rd Place - \$100 registration fee waiver

GEAFCS State Only Awards

Application Deadline: February 12, 2021

The following information is designed to give you a hard copy of those awards not listed in the NEAFCS award manual or that require you follow GEAFCS award guidelines to complete the award application (Distinguished Service Award & Continued Excellence Award). You can find GEAFCS award guidelines at www.fcs.uga.edu/ext/geafcs/ and NEAFCS award guidelines at www.neafcs.org.

GEAFCS Awards Only

Alva Youngner FACS Programming Award for 4-H Dean
Sharon Y. Nickols Professional Improvement Award

NEAFCS Awards using GEAFCS Guidelines

Distinguished Service Award
Continued Excellence Award
New Professional Award



Keep these reminders in mind prior to submitting your award application:

- ❖ Make sure current NEAFCS dues are paid.
- ❖ Follow GEAFCS procedures and ensure all judging criteria are met.
- ❖ Make sure each award includes a signed application form (*On-line application* for national awards and *General Application form for State Awards* for GA awards).
- ❖ DSA and Continued Excellence Awards use a vita for judging.
- ❖ All awards must have a 50-word summary statement and a 30-word summary statement.
- ❖ Ensure attachments are uploaded properly
- ❖ Review specific award information for packaging details.
- ❖ Award team leader/members must be NEAFCS members.
- ❖ Non-NEAFCS award team members are not eligible for monetary awards and will receive only a certificate.
- ❖ Individuals and/or teams may receive only one national award or fellowship in the same year, but may submit applications in more than one category (does not include DSA or Continued Excellence).
- ❖ A member, as an individual or team member, may not receive the same award in two consecutive years.

GEAFCS

Alva Youngner Family & Consumer Science Programming Award for 4-H and Youth

BACKGROUND

GEAFCS established this award for outstanding educational accomplishments by members for work with 4-H and Youth.

AWARD

One state award of \$250 is presented annually to an outstanding professional for their work with 4-H and youth. A certificate and cash award will be presented at the state meeting. The cash award is to be used for professional improvement that will serve the interests and needs of the recipients.

PURPOSE

The award is to recognize professional Family & Consumer Sciences Extension Educator for outstanding educational programs that demonstrate impact on 4-H and youth in Family & Consumer Sciences issues.

ELIGIBILITY

1. Persons who are current members of GEAFCS
2. Entry may be submitted by an individual or a team.
3. Program work should have begun within the last five years.
4. Individual or team cannot win the award consecutively.
5. Email one copy to Fellowship Awards Chair, Alexis Roberts at roberts9@uga.edu or Carin Booth at boothc@uga.edu and VP for Awards, Keishon Thomas at thomaskj@uga.edu.

APPLICATION OUTLINE

- | | |
|----------|--|
| Page 1 | General Application Form for State Awards
(Found in GEAFCS Awards Manual or on GEAFCS website at https://www.fcs.uga.edu/docs/general_application_form_state_awards.pdf) |
| Page 2 | Summary Statement for use in awards booklet (50 words or less) |
| Page 3-5 | Program Outline: limit to three (3) pages <ol style="list-style-type: none">1. Introduction: program objectives, target audience defined - 20 points2. Program Description: content, delivery methods described, materials developed and/or used - 30 points3. Program Impact: evaluation methods, results/impacts, visibility - 40 points |
| Page 6-7 | Supplementary materials: limit two (2) pages – 10 points |

GEAFCS

Dean Sharon Y. Nickols

Professional Improvement Award

PURPOSE

The purpose of this award is to provide funds for Family & Consumer Science Educators to pursue either a professional improvement experience or an advanced degree. One award will be given for professional improvement.

ELIGIBILITY

1. Must be an active member of GEAFCS
2. Must have worked a minimum of 5 years with Extension before applying
3. Pursuing a professional improvement experience, continuing education, or advanced degree relevant to Extension Family & Consumer Sciences
4. Submit a transcript if working on a degree
5. Letter of recommendation from District Extension Director or from the State Program Leader of Family & Consumer Sciences
6. After completion, submit a report of no more than 3 double-spaced pages, minimum font/size 10 points, to Past Presidents Committee Chairman
7. Email one copy to Fellowship Awards Chair, Leigh Anne Aaron at laa@uga.edu or Cindee Sweda at csweda@uga.edu and VP for Awards, Keishon Thomas at thomaskj@uga.edu.

AMOUNT

\$750 paid directly to the recipient at the GEAFCS State meeting when the award is announced

PRESENTATION

The award will be presented annually at the GEAFCS Awards Program

APPLICATION OUTLINE

GEAFCS Award Manual or at <http://www.fcs.uga.edu/ext/geafcs/improvementapplication.php>

JUDGING

Judging to be done independently without group consultation.

Criteria for judging will be:

- Involvement - 25 Points
- Plan of Study - 25 Points
- Program Accomplishments - 50 Points
 - Program serving needs (25 points)
 - Cooperation (25 points)

GFAFCS

Dean Sharon Y. Nickols

Professional Improvement Award Application

- Page 1 **General Application Form for State Awards**
 (GFAFCS Awards Manual or on GFAFCS website)
- Page 2 **Summary Statement** for use in awards booklet (50 words or less)

Dean Sharon Y. Nickols Professional Improvement Award Application Outline

Name: _____ Title: _____

Date Employed by Extension: _____

Education Plans: (check one)

- Professional Improvement Continuing
Education Degree

If degree is checked, please provide the following information:

Degree Pursued: _____

College/University: _____

I. Involvement

- A. GFAFCS/NEAFCS (15)
 - B. Other Professional Organizations (5)
 - C. Community Involvement (5)
- (Note: Additional page may be used for Section I. A, B, or C)

II. Plan of Study

Write proposal, not to exceed 2 double-spaced pages, minimum font/size 10, documenting:

- 1. The subject matter area chosen or other topic for professional improvement
- 2. The details for carrying out the professional improvement or study plan.
- 3. Specifically, how it will relate to Extension

III. Program Accomplishments

- A. Write a brief narrative not to exceed 2 double-spaced pages, minimum font/size 10, documenting:
 - 1. The impact of the Family & Consumer Sciences Program in serving needs and interests of clientele with whom you work.
 - 2. Cooperation with other Extension workers and other organizations and agencies serving people
- B. One additional page of supporting material may be added such as news articles, pictures, newsletters, program agendas, etc.

GEAFCS/NEAFCS

Distinguished Service Award

State & National Award

ELIGIBILITY

State DSA

1. Minimum of 5 years membership in GEAFCS
2. Evidence of superior accomplishments
3. Award can be received only once
4. Must be a current member of GEAFCS
5. Maximum of 5 state awards may be awarded

National DSA

1. Minimum of 10 years membership in GEAFCS/NEAFCS
2. Must have received state DSA
3. Evidence of superior accomplishments
4. Award may be received only once
5. Must be a current member of GEAFCS/NEAFCS
6. One award allowed for every 50 members of NEAFCS/GEAFCS

DSA APPLICATION OUTLINE (Less than 10 years membership in GEAFCS)

- Page 1 **General Application Form for State Awards**
(Found in GEAFCS Awards Manual or on GEAFCS website)
- Page 2 **Summary Statement** for use in awards booklet (50 words or less)
- Page 3-9 **University of Georgia Public Service Academic Rank Vita**

DSA APPLICATION OUTLINE (10 years or more membership in GEAFCS/NEAFCS)

- Page 1 **On-line Application Form** (Submitted at www.neafcs.org)
- Page 2 **Summary Statement** for use in awards booklet (50 words or less)
- Page 3-9 **University of Georgia Public Service Academic Rank Vita**

Vice President of Awards & Recognition will contact the State Program Leader of Family & Consumer Sciences Extension, University of Georgia, to obtain letter of support for national award applications

NEAFCS Continued Excellence Award

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 session
3. Applicant must have attended three annual sessions
4. Award can be received only once
5. Applicant must be actively involved in a professional improvement program including any or all of the following:
 - Participation in informal (non-credit) professional development within the past three years; or
 - Formal study toward an advanced degree (current or completed); **and**
 - Demonstration of personal commitment to professional development through participation in professional associations and contributions to state Extension and state associations
6. One award allowed for every 50 members of NEAFCS/GEAFCS

CONTINUED EXCELLENCE APPLICATION OUTLINE

- Page 1 **On-line Application Form** (Submitted at www.neafcs.org)
Page 2 **Summary Statement** for use in awards booklet (50 words or less)
Page 3-9 **University of Georgia Public Service Academic Rank Vita**

Vice President of Awards & Recognition will contact the State Program Leader of Family & Consumer Sciences Extension, University of Georgia Cooperative Extension, to obtain letter of support for national award applications

GEAFCS/NEAFCS New Professional Award *State & National Award*

PURPOSE

To recognize outstanding work in the area of FACS by new county extension agents.

AWARD

State: One state winner will receive \$500 to attend an NEAFCS meeting to encourage attendance by new members to national meetings.

National: One national award of \$500 presented annually to an outstanding new professional. The award must be used to help defray the cost of attending the recipient's first NEAFCS Annual Session.

GENERAL ELIGIBILITY

1. Must be an active member of GEAFCS.
2. Must have worked at least one year but no more than 3 years with Extension.
3. State award winner will receive \$500 to attend NEAFCS meeting.
4. State winning application and runner-up application will be submitted to NEAFCS to compete in NEAFCS New Professional Award competition. The state award can only be won once.
5. Previous year's district winners may compete for state winner if they still meet eligibility guidelines by award application due date. However, they will not be eligible to win district again.

STATE WINNER REQUIREMENTS

1. Applications will be judged & ranked by May 15th. Winner will be notified by May 30th. Winner must notify VP Awards & Recognition to accept or reject the trip by June 15, 2020.
2. State winner will agree to attend the NEAFCS meeting in the year the cash award is received as an active member of GEAFCS/NEAFCS. If the 1st place winner does not meet award acceptance criteria, the 2nd place winner will be invited and awarded the \$500, etc.
3. Recipient will refund the \$500 to GEAFCS immediately if unable to attend National meeting, no longer employed by UGA Cooperative Extension, or not currently a member in good standing.

NEW PROFESSIONAL APPLICATION OUTLINE

Page 1 **On-line Application Form** (Submitted at www.neafcs.org)

Page 2-6 **Program Outline**: limit to five (5) double-spaced typed pages

1. Introduction of nominee-brief statement of the nominee's professional data.
2. Program accomplishment -in 200 words or less, summarize most outstanding accomplishments as an Extension employee. Include objectives, goals, methods, results, and evaluation of programs conducted.
3. Special honors or awards-list any special honors or awards received since beginning Extension employment
4. Professional association membership and participation-list current membership in related professional associations. Do not included honorary societies, civic and service clubs.
5. Statement verifying that the applicant has never attended an Annual Session.

Page 7 **Letter of Support** from appropriate state staff or district administrator

General Application Form for State Awards

ONE (1) COPY MUST ACCOMPANY EACH APPLICATION AND MUST BE TYPED.

Mark the type of entry: Individual Entry Team Entry:

List the names of all team members on the back of this form, and indicate whether or not they are members of GEAFCs.

Name of award for which you are applying: _____

**ONLY Alva Youngner Family & Consumer Science Programming Award for 4-H and Youth and Dean Sharon Y. Nickols Professional Improvement Award or GEAFCs Distinguished Service Award (less than 10 years service)
ALL OTHER AWARDS USE NEAFCS ONLINE APPLICATION**

Personal Information:

Number of years of GEAFCs/NEAFCS membership: _____

Name as it is to appear on certificate		Job Title		
Work Address		City	State	Zip
Home Address		City	State	Zip
Work email address		Home email address		
Work phone / extension	Work Fax		Home Phone	
Applicant's Signature	Date	Sponsoring Agent (Para Professional Award)	Date	
50 Word Summary statement describing your award entry:				
30 Word Summary statement describing your award entry:				

Remember to list names/membership status of all team members on the back of this form