

# Outstanding Middle/ Secondary Agricultural Education Program Award Instructions

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**Eligibility:** All active GVATA/NAAE members, except current members of the NAAE board of directors, are eligible to enter. All full-time instructors within the applicant institution, or of the department within the applicant institution, must have been members of GVATA/NAAE for the three (3) previous years or continuously since they began teaching. Previous winners may reapply for this award every five years if they choose (that is, programs that won in 2018 may reapply in 2023).

## Required Components of the Application:

1. Narrative – the narrative is limited to eight 8 1/2" x 11" pages. The narrative must be typewritten. Use a font no smaller than 12 points. Multiple text formats are acceptable, including paragraphs, lists, and tables. The narrative must follow the outline specified as follows:

- a. Overview – brief description of your agricultural education program and the community in which your program exists. Include a comparison of the demographics of your school to the demographics of your ag program. (10%)
- b. Program Mission– a brief reflective statement (not to exceed one page) of your program’s mission and goals. (10%)
- c. Overview of Program Curriculum– examples of effective classroom and laboratory instruction including description of classes offered, teaching methods used, how courses are aligned to standards, etc. (15%)
- d. Experiential Learning – examples of your accomplishments in getting students involved in work-based learning such as supervised agricultural experience programs, cooperative education, and internships. (15%)
- e. Leadership Development – examples of your program’s successes in developing leadership skills of students within the program. Program’s participation in student organization activities, including FFA, PAS, and NYFEA and other student organizations may also be included. (15%)
- f. Partnerships – examples of your program’s relationships with partners such as volunteers, school and community leaders, industry leaders, and others who have the capacity to support your agricultural education program including FFA Alumni chapters and advisory boards. (10%)
- g. Marketing – examples of how your program markets (or promotes) to groups such as prospective students, parents, school administrators, and community leaders. (10%)
- h. Professional Growth – examples of how the teachers within your program stay professionally prepared and up to-date in teaching techniques and technical content including information

regarding each teachers' participation in professional organizations such as NAAE and programs sponsored by NAAE including Communities of Practice. (15%)

2. Letters of Reference – one letter of reference. The letter of reference should be from the program's direct supervisor (principal, Career Tech Director, etc.). The letter of reference is not considered in the page limitations.
3. Supporting Materials – the supporting materials are limited to eight 8 1/2" x 11" pages and saved in a format that can be uploaded to the online application if selected as the state winner. Supporting materials (such as photographs with captions, news articles, and other items) must be formatted to 8 1/2" x 11". Evaluation of supporting materials will be included with the evaluation of the components of the narrative (2.a.-2.h. above)
4. Application Signature Sheet – the application signature page must be signed by the requested individuals and attached to the narrative and other application documents. The application signature page can be found on page 3 of this document.

#### **State-level Competition:**

When and Where to Submit: Entries must be submitted to the state association by the deadline established by the state association. Applications are due to your Area GVATA Director by April 15<sup>th</sup>.  
Evaluation Procedures: Each respective state association will determine the selection process for state winners.

#### **National-level Competition:**

What to Submit: All required components of the application must be submitted online by May 15. No printed or emailed applications will be accepted.

When and Where to Submit: The online application and instructions can be found at <http://www.naae.org/resources/awards/index.cfm> State presidents will authenticate program participants using the NAAE State Winners' Validation Form provided to them by NAAE. All state program participants must be authenticated by May 15.

**NOTE: Regional winners must agree to attend and participate in the entire NAAE convention. All state winners must be authenticated by May 15.**

# NAAE Award Application Signature Page

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*Please read below and provide the appropriate signatures.*

## **Photograph License & Publicity Release**

By submitting and signing this application, the applicant hereby agrees to the following terms and conditions regarding any photographs submitted to NAAE as supporting materials for such application.

**License** – By submitting any photographs to NAAE with this application, applicant hereby grants to NAAE a fully paid, perpetual, irrevocable, royalty free, world-wide non-exclusive license to display, distribute, sublicense, reproduce, modify, adapt and publish such photographs on NAAE’s website and in any other materials used to promote NAAE.

**Consent & Authorization** – Applicant hereby irrevocably consents and authorizes NAAE, and its successors and assigns, to use any photographs submitted with this application for the purpose of promoting NAAE. Applicant further hereby releases NAAE, and its officers, directors, agents, members, employees, successors and assigns, from any and all claims for damages for libel, infringement of the right of publicity, invasion of privacy, portrayal in a false light, or any other claim based on the use of any photographs submitted with this application.

**Representations & Warranties** – Applicant hereby represents and warrants that he/she has the power and authority to grant the rights licensed to NAAE in this application and that the use, copying, distributing, displaying, reproducing, modifying, adapting, and sublicensing of any photographs submitted with this application does not result in the infringement of any copyright, trademark, patent, or other intellectual property right of another. Applicant further represents and warrants that he/she has obtained the consent and authorization for the use of any photographs submitted with this application from all persons shown in such photographs or from the guardian of any persons under the age of eighteen (18) shown in such photographs.

**Indemnification** – Applicant hereby indemnifies and holds harmless NAAE, and its officers, directors, agents, members, employees, successors and assigns from any loss, liability, claim or demand, including reasonable attorney’s fees, made by any third party due to or in any way relating to the use of any photographs submitted with this application or any breach of any of the representations and warranties contained in this application.

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**If named as a Teacher Turn the Key participant, I will attend and participate in the entire NAAE Convention. Also, by signing this I agree to the Photograph License & Publicity Release above.**

**Signed:**

\_\_\_\_\_  
**Applicant’s Signature**

\_\_\_\_\_  
**Date**

**If this teacher is selected as the Region Award Winner, he/she will be permitted to attend the entire NAAE convention.**

\_\_\_\_\_  
**School Official (including signature and title)**

\_\_\_\_\_  
**Date**