

Excellence in Teamwork Award

Sponsored by

JOINT COUNCIL OF EXTENSION PROFESSIONALS

The Joint Council of Extension Professionals sponsors this award annually to encourage and recognize successful Extension team programs or projects that demonstrate effective performance and significant result impacts at community, area, state or multi-state levels.

AWARD

Two awards of \$500 each and one plaque per team and certificates to individuals will be presented.

PURPOSE

The purpose of this award is to recognize outstanding Extension programs or projects in the nation conducted by a team and reward those that have achieved significant outcomes.

ELIGIBILITY

1. Entries must be submitted by a team of three or more members.
2. Program/project must have been conducted within the past three years.
3. Program/project must involve at least two or more different program areas (i.e. agriculture, 4-H Youth Development, family and consumer science, natural resources or community development).
4. At least 50% of the team members must be current members of at least one of the national Extension professional organizations and employed by Extension at the time the program/project was conducted.
5. There is no limit on the number of entries from any one state.

DUE DATE

April 1, 2012– application must be submitted electronically as a Word document to the JCEP President-elect. Additionally a hardcopy of the application carrying a postmark no later than April 1, 2012 is to be sent to the JCEP President-elect.

APPLICATION

1. Title Page (see format attached)
2. Abstract of one hundred and fifty (150) words or less to summarize program.
3. Narrative - Describe significant program accomplishments in six (6) double-spaced 8 x 11 pages or less in font not less than 12 point with 1" margins using the following format.
 - a. Situation Statement. Describe the need for the program including what makes this program unique.
 - b. Describe the target audience, their participation, involvement, and contribution.
 - c. State the programs measurable goals and clientele based objectives.
 - d. Describe outcomes/results/impacts in relationship to the measurable goals and clientele based objectives.
 - e. Explain the role of each Extension team member. Indicate the percent of time (1 yr. = 100%) contributed by each member to the project.
 - f. Describe collaborations/partnership within and external to the Extension System.
 - g. Describe how this program addressed the need of a diverse audience. Include specific examples used to attract a diverse audience to the program and indicate level of success.
4. Supplementary materials are optional and are limited to three (3) pages. This may include pictures; news clippings or letters (Print material only).
5. Two (2) letters of support, at least one of which shall be from a state association president.
6. Submit complete application electronically as a Word document to JCEP President-elect. Additionally a complete hardcopy of the application is to be mailed to the JCEP President-elect with a postmark no later than April 1, 2012.
7. Any application not following the above guidelines will be eliminated from consideration for this award.

JUDGING

Judging will be based on the following criteria:

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| 1. Scope of teamwork and collaboration among Extension colleagues and external partners. | 30% |
| 2. Successful outcomes/results/impacts related to measurable goals and clientele based objectives. | 30% |
| 3. Diversity addressed. | 15% |
| 4. Innovative design to meet program need. | 15% |
| 5. Justification for program issue needs. (situational statement) | 5% |
| 6. Quality of application including format and neatness. | 5% |

100%

PROCEDURE

- Submit completed application, including abstract and title page, electronically as a Word document to the JCEP President-elect by April 1, 2012.

Paul Wigley
President Elect,
Joint Council of Extension Professionals
Post Office Box 309
Morgan, Georgia 39866
Phone 229-849-2685
Fax 229-849-2026
pwigley@uga.edu

- The winners will be announced and awards presented annually at a JCEP sponsored event or national conference as determined by the Team Leader.
- Provide information on who to make check payable to if selected.
- Winners will be asked to make a presentation on their winning entry. This preferably will be done at a JCEP sponsored event.

Guidelines, Revised November 2011

Application Format: See following.

**Joint Council of Extension Professionals
2012 Excellence in Teamwork Award**

Title of Project

State/Unit submitting

Team Leader

If selected for the award, the check
should be payable to:

Submitted by team members:

(Name)

(Title)

(Association Affiliation)

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