

Requirements for all award nominations:

All documents submitted as a part of the awards process must:

- Be converted to PDFs prior to uploading
- Comply with the page limit specified for each document. Pages must be single spaced, have 1" margins on all borders and fonts must be at least 12 points.

Nominations submitted that do not comply with these guidelines or other guidelines outlined in this document will not be eligible for review.

NACDEP Excellence in Community Development Work Awards: Individual or Team

Objectives:

To recognize a NACDEP member or group of members for outstanding programs in any aspect of community development work or for program accomplishments relative to scholarly and creative activities, teaching and/or research effectiveness, and to show evidence or collaboration with others who help meet community development needs.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, regional, or state programming. Efforts nominated must have occurred the previous calendar year (2018).

Criteria for Evaluation:

Documentation of Community Need or Opportunity	10 points
Objectives	10 points
Overview (including Resource Acquisition)	10 points
Evaluation Process	10 points
Impact of Program	25 points
Renewability or Sustainability	15 points
Collaboration	10 points
Program demonstrated uniqueness to warrant recognition	10 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - How the program meets the needs of the community.
 - Objectives of the program.
 - Overview including resource acquisition
 - How the program was evaluated.
 - Results or impact of program.
 - Evidence of renewability or sustainability of the program.
 - Evidence of collaboration in planning/conducting the program.
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for conference award proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Cross-Program Awards: Individual or Team

Objective:

To recognize a NACDEP member or group of members for excellence in Extension work that combines or integrates Community Resources and Economic Development (CRED) activities with work in other program areas.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, regional, or state programming. Efforts nominated must have occurred the previous calendar year (2018).

Criteria for Evaluation:

Community Contributions/Accomplishments:

Need for the cross-program approach and how the team was assembled to address the need for cross-functional design and diverse perspectives.	20 points
How the team worked within the community to demonstrate integrated leadership and shared responsibility, and to manage delegated tasks while keeping connected across silos	20 points
A significant change occurred as a result of programmatic effort – how the community as well as Cooperative Extension Service (CES) benefitted	20 points
Creative collaborative methods were used to accomplish programs goals and objectives	20 points
Program demonstrated uniqueness to warrant recognition	20 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.

- A two-page (2) description of the program that illustrates the following:
 - Need for cross-program approach and how team was assembled
 - How the team worked within the community, shared responsibilities, delegated tasks, kept connected across silos
 - How the community and CES benefitted from the effort
 - Evidence of creative collaborative methods
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Educational Materials Awards: Individual or Team

Objective:

To recognize a NACDEP member or group of members who have who have developed outstanding materials that educate through credible, accurate, concise information.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, regional, or state programming. Programs and materials nominated must have been active and utilized the previous year (2018).

Materials may be one piece or multiple components packaged as one unit, and must apply to a single subject. Materials eligible for consideration may include traditional media presentations (newspaper, periodical, radio or video program), social media (Facebook, YouTube, Twitter, etc.), blogs and websites, and PowerPoint slide sets. The piece(s) submitted for consideration should be included with the entry, either as an attachment or as a link to a website with the piece(s). Curriculum pieces will be accepted. Promotional pieces are not eligible.

Criteria for Evaluation:

Accurate, credible information and research based as applies.	20 points
Well written, using correct grammar, uncomplicated sentences and short paragraphs. Appearance is neat, clear and clean-cut.	15 points
User-friendly, designed to make user understand/become aware/informed/educated and has clear outcomes/impacts.	15 points
Concise, yet includes all essential information.	15 points
Subject matter is practical and educational.	15 points
Program demonstrated uniqueness to warrant recognition	20 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - a. [NACDEP Individual Award Nomination Form](#)
 - b. [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A one page (1) summary of the material that illustrates the following:
 - a. Target audience
 - b. Purpose
 - c. Objectives
 - d. Impact/reach
- All components must be packaged together in one unit. Either a virtual/electronic copy of the presentation package or a web link to the page must be submitted.
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for conference award proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Educational Technology Awards: Individual or Team

Objectives:

To recognize a NACDEP member or group of members for the use of technology in delivering or managing educational programs, in expanding the use of technology in community development work, and/or the use of educational technology to promote logical, problem-solving techniques.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Recipients of the national team award who are members of NACDEP will receive a plaque; certificates will be given to any team members who are not NACDEP members.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, regional, or state programming. Efforts nominated must have occurred the previous calendar year (2018).

Criteria for Evaluation:

Clear and concise objectives	30 points
Appropriate application of technology to an educational/promotional program.	30 points
Impact to intended audience according to its stated objectives.	30 points
Program demonstrated uniqueness to warrant recognition	10 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - Objectives of the initiative
 - Appropriate application of technology to meet the objectives (Why was this the right technology application for the purpose?)
 - Impact to intended audience. Include target audience, evaluation methods and impact data
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Innovation and Creativity Awards: Individual and Team

Objective:

To recognize a NACDEP member or group of members who have developed an outstanding effort or program that integrates innovation and creativity in Community Development program design or implementation that shows demonstrated effectiveness.

For the purpose of these awards, innovation is understood as a method or practice that creatively addresses a community or implementation issue in a novel manner that demonstrates improvement in program results.

Award:

This award will be given at both the national and regional levels. Regional winners and runners-up will receive a certificate. The national winner will receive a plaque at the National Annual Conference and the national runner-up and any honorable mention a certificate.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and a team leader and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, sub-state region or state programming, and efforts nominated must have occurred the previous calendar year (2018).

Criteria for Evaluation:

Community Contributions/Accomplishments:

Documentation of community need or opportunity requiring new or different solutions	25 points
Program goals and objectives demonstrated innovation or creativity	30 points
Evaluation Process	10 points
Impact of Program	25 points
Program demonstrated uniqueness to warrant recognition	10 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - Need or opportunity for a new solution
 - Goals and objectives that demonstrate innovation or creativity
 - Evaluation
- Impact
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Diversity Awards: Individual and Team

Objective:

To recognize a NACDEP member or group of members who have developed an outstanding effort or program that ensures meaningful diversity and inclusiveness.

For the purpose of these awards, diversity is defined as acknowledging, understanding, appreciating, valuing and celebrating differences among people relative to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation, etc. (List is not all-inclusive and is not limited to those that are mentioned.)

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Eligible individual recipients must be current members of NACDEP, and at least two-fifths of team applicants must be NACDEP members. Members may prepare one application for each category (Individual and Team) annually. Applications may focus upon community, regional, or state programming. Efforts nominated must have occurred the previous calendar year (2018).

Criteria for Evaluation:

Community Contributions/Accomplishments:

Purpose reflects and recognizes outstanding efforts and accomplishments in achieving and sustaining diversity in community development Extension programs and/or audiences	20 points
Applicant's efforts foster an environment of diversity and inclusiveness	20 points
A significant change occurred as a result of programmatic effort	20 points
Methods were used to promote retention of diverse audiences	20 points
Program demonstrated uniqueness to warrant recognition	20 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - Purpose reflects outstanding efforts to achieve and sustain diversity
 - Efforts fostered diversity and inclusion
 - A significant change occurred because of the program
- Methods promoted retention of diverse audiences
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Excellence in Teamwork Award: Team Only

Objective:

To recognize outstanding Extension programming or projects conducted by a team that involves a NACDEP member or group of members that demonstrates effective performance and significant results (impact) at the community, region, state, or multi-state level.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Entries must be submitted by a team. At least one team member must be a member of NACDEP and employed at the time of the activity. All program entries must be conducted during the previous year (2018).

Criteria for Evaluation:

Need for the program	20 points
Evidence of Team Collaboration	20 points
Sustainability or replication opportunities for future application	20 points
Successful outcomes/results/impacts related to the goals/objectives	30 points
Program demonstrated uniqueness to warrant recognition	10 points

Application Requirements:

- A completed online [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - Need for the program. What is unique about this program?
 - Evidence of collaboration. Explain the role of the team members.
 - Sustainability or replication of the program.
 - Describe outcomes/results/impacts.
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP

website by 11:59 PM ET on Monday, March 4, 2019.

Team

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Distinguished National Service Award

Objective:

To recognize a NACDEP member who is actively involved in service to NACDEP and contributed significantly to the organization for at least three (3) years as of January 1, 2019.

Award:

This recognition is awarded at the regional (Regional Distinguished Service Award) and national (Distinguished National Service Award) level. National award recipients will be recognized with a plaque at the NACDEP awards dinner at the annual conference.

Eligibility:

Any NACDEP Member who is a member in good standing (for at least the immediate past year, as well as the current year). The individual has served at least three years as of January 1 of the current year (2019). Members recommended must be actively engaged in service to the NACDEP organization as of the date the selections are made. The Distinguished National Service Award may be received only once. Note: Regional winners from the two preceding years will have the opportunity to update their nomination package to be included in the pool of national applicants.

Criteria for Evaluation:

Actively involved in service to the NACDEP organization	25 points
Special contributions to the organization	30 points
Years of continuous service in the leadership or development of NACDEP	25 points
Professional attitude and leadership ability	20 points

Application Requirements:

- Self-nominations will not be accepted.
- [A completed Distinguished Award Nomination Form - online.](#)
- A two-page (2) description of the nominee's service that illustrates the following:
 - Name, address, university, email, and phone number of nominee
 - Active involvement in NACDEP
 - Special contributions to NACDEP
 - Years of continuous service in leadership or development of NACDEP
 - Professional attitude and leadership ability
- Two (2) letters of support, one page each, one of which may be an administrator or supervisor.
- On a separate page, provide a 100-word abstract of the nominee's involvement in service to NACDEP as well as any special contributions to the organization. Include information on the title page. This will be used for conference award proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Distinguished

Late or incomplete entries will not be recognized.

NACDEP Distinguished Career Awards

NOTE: Self-nominations will not be accepted. In addition, each LGU can only submit one nomination per year. If duplicates are received, the awards committee will notify the nominators and the nominators will be responsible for selecting their university's nominee.

Objective:

To recognize NACDEP members who are actively engaged in Extension community development programs and who have served more than seven years (7) as of January 1, 2019 in Extension community development programming.

Awards:

This recognition is awarded at the regional and national level. National Award recipients will be recognized with a plaque at the NACDEP awards dinner at the annual conference.

Eligibility:

Eligible recipients include members who are in good standing in the immediate past year as well as the current year. In addition, the individual has served more than seven years as of January 1 of the current year (2019) in Extension community development programs. Members recommended must be actively engaged in Extension community development programs as of the date the selections are made. States or units (NIFA or Regional Rural Development Centers) may recommend one Distinguished Career Award recipient. The Distinguished Career Award may be received only once. Each LGU can only submit one nomination per year. If duplicates are received, the awards committee will notify the nominators and they will be responsible for selecting their university's nominee. Note: Regional winners from the two preceding years will have the opportunity to update their nomination package to be included in the pool of national applicants.

Criteria for Evaluation:

Professional Attitude, work with a professional association, Extension Committee work and responsibilities within LGU system	20 points
Professional improvement, including advanced formal education and supplemental training in Extension focus area, including attendance at NACDEP Annual Conference	15 points
Professional accomplishments, size and depth of programs created and implemented, demonstrated program improvements and program innovation	50 points
Scholarly achievement in community development supports or augments personal interests, passions and activities in one's own community.	10 points
Honors and awards received related to Extension and/or community development	5 points

Application Requirements:

- Vita – 3 page limit
- [A completed Distinguished Award Nomination Form - online.](#)
- A two-page (2) description of the nominee's service that illustrates the following:
 - Name, address, university, email, and phone number of nominee
 - Professional attitude, work with professional associations, CES committee work and LGU responsibilities
 - Professional improvement (formal education, supplemental training, including NACDEP attendance)
 - Professional accomplishments (size and depth of programs created/implemented; demonstrated program improvements and/or innovations)
 - Personal interests in community development
 - Honors and awards received because of community development efforts
- Two (2) letters of support, one page each, one of which may be an administrator or supervisor.
- On a separate page, provide a 100-word abstract of the nominee's accomplishments as well as any special contributions to the profession. Include information on the title page. This will be used for conference award proceedings.

Application Procedure:

Complete the form and upload the materials electronically at the NACDEP website by 11:59 PM ET on Monday, March 4, 2019.

Distinguished

All awards applications will be submitted to the central judging committee for review and evaluation. That committee will score all the submissions. The two highest scoring applications shall be the national winner and runner-up, so long as they meet the minimum meritorious standards (a score of 75 points). Any applications not among the top two which meet a superior meritorious standard (a score of 90 points) shall be named national honorable mentions. The scores from the judging committee will also be used to name regional award winners, using the same criteria as above.

Late or incomplete entries will not be recognized.

NACDEP Award for Creative Excellence Sponsored by JCEP Individual or Team

Objective:

To recognize an individual or team that demonstrates creative excellence that is adopted by others, advancing the work of community development in innovative ways. Often, the most creative and innovative ideas - the ones that advance the science and art of Cooperative Extension - come not from committees, but rather from individuals or small teams who see something at first that the rest of us don't. Through their insight, passion and persistence, their "wild" ideas gain acceptance, enabling all of us to excel. This award recognizes those individuals or small teams and their unique contributions - whether they are early in their Extension careers, mid-career, or late-career. For the purposes of this award, innovation is an approach to emerging issues or addressing existing issues in exceptionally creative or novel ways that get results, and that others want to emulate.

Award:

The national award recipients will receive a plaque at the NACDEP awards dinner at the annual conference along with a check for \$250 from JCEP. The national runners-up, any honorable mentions, and the regional awards winners will receive certificates.

Eligibility:

Entries may be submitted by an individual or team. At least one team member must be a member of NACDEP and employed at the time of the activity. All program entries must be conducted during the previous year (2018).

Criteria for Evaluation:

Program addresses emerging issues or current issues in unique ways	20 points
Efforts are innovative and new, that is not widely conducted previously in the state, region, or nation	20 points
Nominee(s) exhibit a pattern of innovation and creativity extending beyond a single program or product	20 points
Evidence that innovative efforts have led to meaningful change in individuals and/or communities	20 points
Evidence that the creative approach is being adopted by other Extension/outreach professionals	20 points

Application Requirements:

- A completed Member Recognition Application online form (see links below).
 - [NACDEP Individual Award Nomination Form](#)
 - [NACDEP Team Award Nomination Form](#)
- For team awards, include a listing of team members, university/organization affiliations, and note of which team members are NACDEP members.
- A two-page (2) description of the program that illustrates the following:
 - Describe the emerging or current issue being addressed.
 - Explain how the approach is unique and new
 - Demonstrate a pattern of innovation and creativity with the nominee(s)
 - Describe meaningful change resulting from the approach
 - Show evidence the approach is being adopted by other Extension/outreach professionals
- On a separate page, provide a 100-word abstract of your program and include information on the title page. This will be used for awards proceedings.

Application Procedure:

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Late or incomplete entries will not be recognized.