

IAHCE EDUCATION AWARD GUIDELINES

PURPOSE: To give recognition to County HCE educational programs which best represent the goals of the IAHCE organization.

To encourage County Education Committees to set goals and objectives and to follow up programs with proper evaluations.

To encourage networking with other educational organizations, agencies, and non-members.

AWARDS

Each IAHCE Education Director will present a Grand Award to the county with the most outstanding Educational program from each category. Certificates will be awarded to counties from each District from the sub-categories. These awards will be given only if the quality of the entries merit same. Awards will be chosen from statewide IAHCE Report Forms completed on programs from the previous year. These forms must be submitted/postmarked by January 31st.

PROGRAM CATEGORIES:

Cultural Enrichment

1. Textiles
2. Heritage Skills
3. Special Activity

Family & Community Issues

1. Family Living, Safety
2. Health, Food & Nutrition
3. Citizenship, Environment
4. Special Activity

International

1. Country of Study
2. Other International Country Study
3. Special International Event

Public Relations

1. HCE Week
2. Public Relations
3. Special Activity

Membership

1. Activities
2. Special Activity

Certified Volunteer Hours

1. County w/Highest # Hours Reported
2. County w/Highest # of Members Participating
3. County w/Highest Percent of Members Participating
4. Individuals with 1000 hours in current year will be listed in the State Newsletter.

AWARD PRESENTATIONS: Award winners will be recognized at Annual Conference.

SUPPLEMENTAL MATERIALS:

Submit supplementary materials, such as program booklets, original published articles and/or advertisements and pictures which will help to tell the story. The printed names and dates (from the publication) of the articles are required. **DO NOT WRITE OR UNDERLINE ON ANY PORTION OF THE ARTICLE.** You must also include the publication figures and photographs, for instance – one of the speaker, one of the displays, and one showing the audience.

IAHCE EDUCATION AWARD GUIDELINES

Page 2

ELIGIBILITY AND APPLICATION: Only countywide activities completed before the January 31st postmark deadline will be considered. To be eligible, a program must be planned and carried out by the County HCE organization.

Winners will be selected from the IAHCE Report Forms only, submitted on forms provided by IAHCE and mailed to the Education Committee Director of IAHCE responsible for that category. See the inside front cover of the current State Newsletter for the names and addresses of the Education Directors. A copy of the IAHCE Report Form is on page 52 of this Guidebook.

*****NOTE: There are no awards given to County Presidents or First Vice Presidents--- only to Education Directors and to the Second Vice President. Program categories listed on page 49.**

*****NOTE: Your report must be limited to ten (10) pages which can be double sided.**

JUDGING:

Education Awards will be judged under the direction of the appropriate IAHCE Education Committee Director on the basis of:

- 1. The importance of the **OBJECTIVES** to the county/state program..... 10 points
- 2. The **QUALITY** of the project plans and their execution25 points
- 3. The **ACCOMPLISHMENTS AND EVALUATION**25 points
- 4. The **COMPLETENESS AND NEATNESS**20 points
- 5. The **SUPPLEMENTARY MATERIALS**20 points

REMEMBER - - THE DEADLINE FOR MAILING THESE REPORTS IS: JANUARY 31!

GOOD LUCK !

IAHCE EDUCATION AWARD SCORE SHEET

1. The importance of the **OBJECTIVES** to the county/state program 10 points _____

Comments _____

2. The **QUALITY** of the project plans and their execution 25 points _____

Comments _____

3. The **ACCOMPLISHMENTS AND EVALUATION** 25 points _____

Comments _____

4. The **COMPLETENESS AND NEATNESS** 20 points _____

Comments _____

5. The **SUPPLEMENTARY MATERIALS** 20 points _____

Comments _____

SUGGESTIONS FOR FILLING OUT REPORT FORMS

1. PROGRAM CATEGORY:

Select the category that best fits your program/project. If the Education Director feels your entry should be in another category, she (he) will consider the entry there also, but you need not submit duplicate materials for more than one category.

2. When answering items A, B, C and D you may use additional paper (other than the Report Form) to explain your program, **but do not forget to send in the Report Form.** Please attach photos, articles, etc. to a standard size paper. **PLEASE LIMIT THE NUMBER OF PAGES IN YOUR REPORT – INCLUDING PHOTOS – TO ONLY TEN (10) PAGES WHICH CAN BE DOUBLESIDED.** (Page 52 does not count in these pages.)
3. Combine the Report Form and supplemental materials in a folder or lightweight notebook and send them to the **EDUCATION DIRECTOR** of the category selected; membership category should be sent to the **IAHCE Second Vice President.**
4. Reports are to be sent in by **JANUARY 31st**, but you may complete and send in the Report Form after your program/project is completed while the information is fresh in your mind.
5. Programs considered for awards may only be reported for current year.
6. Use your imagination! Have fun working on this!

IAHCE REPORT FORM
FOR EDUCATION AWARDS

PROGRAM CATEGORY _____ (See page 49)

IAHCE DISTRICT # _____ COUNTY _____

REPORT PREPARED BY _____ TITLE _____

ADDRESS _____ CITY _____ ZIP CODE _____

PHONE _____ e-MAIL _____

TOTAL HCE MEMBERSHIP _____ POPULATION OF COUNTY _____

- A. **WHAT WAS THE PROJECT:** Briefly describe your most successful program/project for this calendar year in the IAHCE Education Program category stated above.
(Example - - International – Country of Study, Community Outreach – Safety, etc.)
- B. **WHY DID YOU DO THIS:** List specific objectives.
- C. **WHAT DID YOU DO:** How did you accomplish your objectives? Did you network with another organization? Who? Why?
- D. **EVALUATION:** What were the end results? (Evaluate the accomplishments.) Briefly explain how each objective was met and describe changes in people/community as a result of the program. How many people did you reach?
- E. **SUPPLEMENTAL MATERIAL:** Materials showing accomplishments, (pictures, articles, brochures, etc.).