



Award for Excellence in Extension

Purpose

The Award for Excellence in Extension recognizes a select group of Cooperative Extension professionals who excel at Extension programming, make a positive impact on constituents served, and provide visionary leadership for the System. It is designed to focus national attention on the role of Extension - one that is fundamental to the lifelong education and development of residents in communities around the nation.

Definition of Excellence in Extension

The Award for Excellence in Extension is presented annually to an individual who has strived throughout his/her career to achieve the benchmarks reflective of excellence in Extension educational programming. These include, but are not limited to, demonstration of high impact of programs; visionary leadership and anticipation of emerging issues for clientele and the system; commitment to diversity; and integration of programs in partnerships with university colleagues and outside clientele. A successful award recipient should be recognized as a leader at his or her university and in the respective field of expertise. Awardees should demonstrate the ability to garner a continual flow of resources for sustainable Extension programs, use innovative teaching methods and be recognized by peers and the communities served.

Honorees

Regional – An Extension professional selected from any of the five regions, as defined below, deemed by the selection committee to exhibit sustained and meritorious Extension programming, and who has maintained at least five concurrent years experience in Extension.

National – A recipient selected from the pool of potential regional award recipients, from any of the five regions, and deemed by the selection committee to exhibit sustained, meritorious and exceptional Extension programming.

Cooperative Extension regions, as defined for the purposes of this program are as follows:

1. 1890 Region
2. North Central (IL, IN, IA, KS, MI, MN, MO, NE, ND, OH, SD, WI)
3. Northeast (CT, DE, ME, MD, MA, NH, NJ, NY, PA, RI, VT, WV, DC)
4. Southern (AL, AR, FL, GA, KY, LA, MS, NC, OK, SC, TN, TX, VA, PR, USVI)

5. Western (AK, AZ, CA, CO, HI, ID, MT, NV, NM, OR, UT, WA, WY, American Samoa, Guam, Micronesia, Northern Marianas)

Award Presentation

A plaque and cash award is presented by the Extension Committee on Organization and Policy (ECOP) Chair and U. S. Department of Agriculture National Institute of Food and Agriculture (NIFA) Director, during the Awards Program at the Association of Public and Land-grant Universities (A·P·L·U) Annual Meeting, this year November 10-12, 2013, in Washington, DC. Travel stipends up to \$1,000 per award, not per individual, are provided by USDA/NIFA.

Eligibility

The nominee must be an active Cooperative Extension System professional (state, regional and/or county) with at least 50 percent EFT/FTE university appointment in Extension (Administrative EFT/FTE in these areas do not qualify a nominee) as of the nominee submission due date, and have responsibility for Extension programming for five concurrent years.

Nominations may be submitted by a nominee, supervisor, or peer. Only two nominations per institution will be accepted. If multiple nominations are received from the same institution, the review committee will consider the first two complete nominations submitted.

National award recipients are not eligible for renomination. Regional award recipients may only be renominated to receive a national award. Such renomination may occur no sooner than three years following receipt of the regional award. Current members of the ECOP are not eligible.

Basis for nomination

The nominee or another individual may prepare the nominations package. Nominations will be evaluated for outstanding accomplishments in achieving and sustaining excellence in Extension. Incomplete applications will not be reviewed. The following should be incorporated into the justification of the nomination:

- Determine institutional and Extension professional/nominee eligibility as noted above.
- A complete nomination package consists of the information needed to describe the basis for nomination.
- Submit the nominee's Curriculum Vitae (CV) with the nomination, in addition to the nomination. The CV is for use by the selection committee chair only and will not be submitted to the entire selection committee. Therefore, the CV must be referenced in the nomination package.

Nomination Package Guidelines – Only electronic submissions will be accepted. The due date is June 1 each year. In 2013, the nominations will be submitted online. Questions about the nomination form can be addressed to Chrystal Checketts, Staff Associate, Cooperative Extension, at chrystal.checketts@extension.org.

The following information may be submitted via the survey instrument (* denotes required information):

- Name, title, address, phone number and email address of nominee*
- Nominator information (name, title, address, phone number and email address)*
- Specific wording for award citation (15 words or less)*
- Endorsement by the nominee's Dean/Director, Administrator or Associate Administrator, or State Program Leader. For institutions with a different administrative structure, the nomination must be endorsed by an individual having administrative oversight of the nominee. *(If the survey is submitted by someone other than the supervisor, electronic endorsement must be sent to chrystal.checketts@extension.org by the deadline of June 1 with the subject line: 2013 Excellence in Extension Award Endorsement for [insert name of nominee]).**
- Nominee's background information including nominee's education and experience to justify award selection.*
- Endorsement statements from his/her administrator, a former program participant, a colleague, etc.
- Other information to be used against the evaluation criteria (shown below).

Selection and Review Process

The A·P·L·U Cooperative Extension Section Extension Committee on Organization and Policy (ECOP) and USDA/NIFA have asked the ECOP Personnel Subcommittee to solicit and manage the nominations for the award. The Personnel Subcommittee will appoint a selection committee with approval of the chair of ECOP and the NIFA Director. The panel will be made up of two state Extension specialists, three county Extension educators, the Council for Agricultural Research, Extension, and Teaching (CARET) representative to ECOP, and a member of the Personnel Subcommittee and a member from NIFA.

Nominees from each of the five regions will be evaluated by the above committee first in competition with others from within the same region. Extension professionals deemed most meritorious in each of the five regions will then be placed in competition for the national award. The ECOP Personnel Subcommittee conveys the selected Award recipient(s) to the ECOP Chair and NIFA Director for receipt of the awards at the A·P·L·U Annual Meeting held in November. Reviewers follow strict rules governing conflict of interest and confidentiality.

Evaluation Criteria	Weight
1. Demonstrated high impact of programs; anticipated and responded to critical public needs with solutions on critical issues. Enhanced the public good indicated by economic, social and/or environmental impact.	35%
2. Recognized excellence in one's field of expertise as demonstrated by sustained external funding, awards, recognition, and request for regional/state/national addresses and speaking engagements; and appropriate, peer reviewed publication of scholarly work, including journal articles.	20%
3. Demonstrated innovation in partnerships, funding, and educational program delivery.	20%
4. Ability to engage university colleagues in Extension programming with evidence of leadership, teamwork, and mentoring, both within and outside Extension	15%
5. Demonstrated conveyance of cultural competencies and appreciation for diversity.	10%

June 2006
April 2007-revised
March 2008 – revised
March 2009 – revised
March 2010 –revised
March 2011 – revised
April 2012 – revised
April 2013 - revised