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## **NAAE Outstanding Middle/Secondary Agricultural Education Program Award Application**

A goal of NAAE is to promote outstanding programs in agricultural education and effectively communicate success stories. The Outstanding Middle/Secondary School Ag Ed Program Award seeks to recognize agriculture programs at the middle and high school level that are creating boundless classrooms and providing limitless learning for their students. The award specifically highlights the achievements and growth of the program over the last five years.

**\*\*This application should only highlight the program goals and achievements over the last FIVE years. (2020–2025)\*\***

### **Who can apply?**

Only agricultural education programs in middle schools and secondary schools are eligible to participate in this recognition program. All active 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 NAAE for the three (3) previous years or continuously since they began teaching. (Previous regional winners may reapply for this award every five years if they choose (that is, programs that won the regional award in 2025 may reapply in 2030).

### **Awards and Recognition**

Each state winner will receive a certificate at the annual meeting of the state agricultural education association. NAAE will recognize six national winners, one from each region. All state winners will compete within their respective NAAE region for the regional award. Each regional winner will receive the following for one representative from the program: (1) one round trip, coach airfare to the NAAE convention from the commercial airport nearest the winner's home or round trip mileage reimbursed at the current NAAE mileage rate not to exceed the dollar amount of one round trip airfare; (2) lodging for four nights at the convention; (3) an engraved plaque; and (4) complimentary registrations to the ACTE CareerTech Vision/NAAE Convention (one per program). Spouses/guests/co-teachers are welcome to attend the convention with the award winner; however, travel costs and registration fees for spouses/guests/co-teachers will not be covered by the award program. If the program chooses to not travel to attend the convention, then they will forfeit the award portion (1, 2, and 4).

**\*Please note:** this is a program award and the award and recognition is for the program not a specific teacher in the program. If the current contact for the application is not teaching at the program at the time of the award recognition, then the award portion (1, 2, and 4) will go to another current ag teacher at the program. This teacher must meet the NAAE Award applicant eligibility as well or the award portion (1, 2, and 4) will be relinquished back to NAAE.

**The deadline for submitting state winning applications to the national NAAE office is May 15, 2025.**

## 2025 Application

### Award Application Instructions:

Applicants must complete the online submission of this award by May 15<sup>th</sup> through their MyNAAE account. All required components must be included, and membership requirements and eligibility must be met to be eligible to apply.

### Required Components of the Application:

**The program application narrative portion should only include current information that spans over the past five years of the program (2020–2025). Historical information about the program can be included in the overview and history section of the narrative.**

1. **Applicant Information** – the first portion of the application must be the completed online through the MyNAAE portal on the NAAE website. Applicants must log-in and provide updated applicant information.

**All items listed below should be saved as electronic files and uploaded to the online application form portal. Printed copies of the items below will not be accepted. Supported file types include .pdf, .doc, .txt, .jpg, .png, .gif, .tif, or .bmp.**

2. **Narrative** – the narrative is limited to eight 8 1/2" x 11" pages. The narrative must be typewritten and uploaded to the online application form. Use a font no smaller than 12 points. Multiple text formats are acceptable, including paragraphs, lists, and tables. If a multiple teacher program, please include examples from all teachers within the program throughout the application. The narrative must follow the outline specified as follows and only include information and supporting materials that span over the past five years of the program (approximately 2020 until 2025):
  - a. **Overview and History** – 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. Also, include any historical information that would be relevant to the application and may have occurred prior to 2020. Please limit to 350 words. (5%)
  - b. **Program Goals**– provide at least three (3) S.M.A.R.T. goals that have been used to guide the design and development of the program over the last 5 years (2020–2025). (20%)
  - c. **Program Instruction**– provide a minimum of 3 and a maximum of 5 examples of effective classroom and laboratory instruction including description of classes offered, teaching methods used, how courses are aligned to standards and pathways of instruction, etc. over the last 5 years (2020–2025). (15%)
  - d. **Experiential Learning** – provide a minimum of 3 and a maximum of 5 examples of your program's accomplishments in getting students involved in work-based learning such as supervised agricultural experience programs, cooperative education, and internships over the last five years. Also, include examples of how you motivate and recognize students to complete experiential learning projects in your program over the last 5 years (2020–2025). (15%)
  - e. **Leadership Development** – provide a minimum of 3 and a maximum of 5 leadership skills that your program prioritized over the last five years (2020–2025) for student leadership development. Provide explanation and examples of how the skills were emphasized. Leadership development can be expressed through program's participation in student organization activities, including FFA, PAS, JR. MANRRS and NYFEA and other student organizations. (15%)

## 2025 Application

- f. Partnerships** – provide a minimum of 3 and a maximum of 5 of your program’s relationships over the last five years (2020–2025) 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** – provide a minimum of 3 and a maximum of 5 examples of how your program markets (or promotes) to groups such as prospective students, parents, school administrators, and community leaders and how it benefits your program over the last five years (2020–2025). (10%)
  - h. Professional Growth** – provide examples of how the teachers within your program stay professionally prepared and up to date in teaching techniques and technical content over the last five years (2020–2025) including information regarding each teachers’ participation in professional organizations such as, but not limited to, NAAE and programs sponsored by NAAE or your state ag teachers’ association. (10%)
- 3. Letter of Reference** – one letter of reference should be uploaded to the online application form. The letter of reference should be from the applicant’s direct supervisor (principal, Career Tech Director, etc.). The letter of reference is not considered in the page limitations.
  - 4. Supporting Materials** – the supporting materials are limited to five 8 1/2” x 11” pages and saved in a format that can be uploaded to the online application. 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.c.-2.h. above)
  - 5. Application Signature Sheet** – the application signature page must be signed by the requested individuals and uploaded to the online application form. The application signature page can be found on page 5 of this document.
  - 6. Professional Photo or Headshot** – A high resolution photo in .gif, .jpeg, .png, .bmp, .jpg, or .tif form must be uploaded as part of the online submission of your application. If you are a multiple teacher department then please upload a group photo of your program.

### Requested Components of Application:

- 1. Photos Showing Instruction, Experiential learning, Leadership development, Partnerships, and Marketing** – High resolution photos in .jpeg, .png, .bmp, .jpg, or .tif form can be uploaded as part of the online submission of your application. These photos will be used as part of the national recognition if selected to be a regional winner.

### State-level Competition

**When and Where to Submit:** Entries must be submitted to the state association by the deadline established by the state association.

**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.

## **2025 Application**

**When and Where to Submit:** The online application and instructions can be found at [www.naae.org](http://www.naae.org). State presidents will authenticate state winners using the NAAE State Winners' Validation Form provided by NAAE. All state winners must be validated by May 15.

**Evaluation Procedures:** The evaluation of applications will be completed virtually. Applications will be judged by NAAE regions on a rotational calendar. A committee appointed by NAAE will judge and select regional winners.

**NOTE:** Regional winners must agree to attend and participate in the **entire** NAAE convention.

**2025 Application**

**NAAE Award Application Signature Page**

*Please read below and provide the appropriate signatures. You must submit this electronically to the NAAE Office as part of your application.*

*\*\*Create an electronic version by scanning the document after securing appropriate signatures. PDF format is preferred.*

**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, dis-tribute, 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 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.

**If named as the regional winner, a current ag teacher from the program will attend the NAAE Convention. Also, by signing this I agree to the Photograph License & Publicity Release above.**

Signed:

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

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

**If this program is selected as the regional winner, a current ag teacher will be permitted to attend the NAAE convention.**

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

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