

NYAAE
 New York Association of Agricultural Educators
NAAE Award Application Process and Guidelines

This policy is for the selection of the following NYAAE award areas as recognized by NAAE:

- Outstanding Young Member Awards
- Outstanding Teacher Awards
- Outstanding Middle/Secondary School Program Awards
- Outstanding Postsecondary/Adult Program Awards
- Teacher Mentor Awards
- Ideas Unlimited Awards
- Lifetime Achievement Awards
- Outstanding Cooperation Awards
- Outstanding Service Citation Awards
- Teachers Turn the Key Awards

- The NYAAE Awards committee will be chaired by the NYAAE President-Elect unless he/she is a candidate for one of the awards areas. In this case, the President-Elect will appoint a current NYAAE officer who is not a candidate to serve as Chair for that given year. Appointment of a Chair must be done and the NYAAE President notified by the President-Elect by December 1st.
- Any current dues paid member of NYAAE that meets the qualifications of the award may apply, except the Chair of the Awards Committee.
- Regional winners will be chosen using the sub-state structure.
- The Chair and Awards Committee, along with assistance from the NYAAE Executive Counsel, will solicit nominations, including self-nominations by January 1st.
- All national applications are due to the Awards Committee Chair postmarked or received by Feb 1st or the first business day thereafter. **NO EXCEPTIONS!**
- Scoring of all national applications will be done using the NAAE Award Judging Rubric.

- The NYAAE Awards Committee and Chair will enlist a group or organization to serve as a host judging panel. This panel may be made up of other teacher associations, both in and out of state, corporate, or collegiate panel. The coordinator of the host judging panel will then be given the charge of securing at least five judges to evaluate the applicants. Examples of potential host judging panels include:
 - Other state agriculture teacher's associations from other NAAE regions of the country (ie. Oklahoma, Texas, Nevada, etc.) **NO STATES FROM REGION VI ARE TO BE USED.**
 - Other teacher's associations from New York (ie, Science teachers, Business Teachers, etc.)
 - Corporate partners (ie. Monsanto, Bobcat, Ford, etc.)
- The host judging panel will rank the applications and determine the regional and state winners. If there are no regional applications, there will no regional winner. Judging will take place February 10th to March 10th. Applications will be returned to the Awards Committee Chair by March 20th.
- All candidates will be notified of the results by the Awards Committee Chair by April 1st. All applications will be returned to the candidates by April 1st.
- School administrations of state winners will also be notified by the State NYAAE Awards Chair by April 1st and invited to attend the annual awards program at the annual meeting.
- All State-winning applicants must be returned and postmarked or received by the NYAAE President by May 1st. The NYAAE President will then certify and sign all state winners and forward to the NAAE office by May 15th.
- The Awards Chair is responsible for all mailings of award applications to and from the host judging panel and returned to the applicants. **APPLICANTS** are responsible for mailing all state-winning applications to the NYAAE President.
- All nominees will be recognized at the NYAAE Summer Professional Development Conference with awards, plaques or certificates as deemed appropriate by the Awards Committee.
- The Awards Committee Chair is responsible for overseeing the ordering and securing of all awards, plaques or certificates.
- The Awards Committee and Chair will oversee all aspects of the awards presentations at the annual meeting.