National Chapter Award Application Worksheet

The format of this worksheet allows you to develop a draft application. This worksheet focuses on the primary information needed to complete the National Chapter Award application. Once you access the online application, additional information or responses may be required. You can access the online application through the Application Center on www.FFA.org.

Form I – Activities

Division: Growing Leaders

1. Leadership - Activities that help the individual develop technical, human relations and decision-making skills to grow leaders.
   Describe One Major Activity:

2. Healthy Lifestyle - Activities that promote the well-being of students mentally and physically, in achieving the positive evolution of the whole person.
   Describe One Major Activity:

3. Scholarship - Activities that develop a positive attitude toward lifelong learning experiences. **Describe One Major Activity:**

4. Personal Growth - Activities conducted that improve the identity and self-awareness of members. These activities should reflect members' unique talents and potential by reinforcing their human and employability skills. The activities should strive to enhance the quality of life and contribute to members' life goals and development.
   Describe One Major Activity:

5. Career Success - Activities that promote student involvement and growth through agriculture-related experiences and/or entrepreneurship and promote career readiness. **Describe One Major Activity:**

National Chapter Award Application Worksheet

Form I – Activities

Division: Building Communities

1. <u>Environmental</u> - Activities conducted to preserve natural resources and develop more environmentally responsible individuals.
   Describe One Major Activity:

2. <u>Human Resources</u> - Activities conducted to improve the welfare and well-being of members and citizens of the community.
   Describe One Major Activity:

3. <u>Citizenship</u> - Activities conducted to encourage members to become active, involved citizens of their school, community and country.
   Describe One Major Activity:

4. <u>Stakeholder Engagement</u> - Activities conducted to develop teamwork and cooperation between the local chapter and stakeholders.
   Describe One Major Activity:

5. <u>Economic Development</u> - Activities conducted to improve the economic welfare of the community. **Describe One Major Activity:**

National Chapter Award Application Worksheet

Form I – Activities

Division: Strengthening Agriculture

1. <u>Support Group</u> - Activities conducted to develop and maintain positive relations among FFA, parents and community leaders interested in supporting agricultural education. **Describe One Major Activity:**

2. <u>Chapter Recruitment</u> - Activities conducted to increase agricultural education enrollment and/or FFA membership and encourage greater participation.
   Describe One Major Activity:

3. <u>Safety</u> - Activities that enhance safety in the community. **Describe One Major Activity:**

4. <u>Agricultural Advocacy</u> - Activities conducted to articulate and promote agricultural programs, practices, policies and/or education to elicit action.
   Describe One Major Activity:

5. <u>Agricultural Literacy</u> - Activities that help consumers become better informed about the production, distribution and daily impact of food, fiber and fuel.
   Describe One Major Activity:

National Chapter Award Application Worksheet

Form I – National Quality FFA Chapter Standards

INDICATOR 1: All students enrolled in the agricultural education program have the opportunity to be a member of FFA.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
All students are FFA members.	The majority of enrolled students have chosen to be FFA members.	All students have been provided the opportunity to be a member of FFA.	A limited number of students are aware of FFA and its opportunities.	No FFA chapter exists to complement the classroom component of the program.

INDICATOR 2: Students build a progressive leadership and personal development plan.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
Students are continuously working toward achieving their goals, reflecting, and setting new goals to progress their leadership and personal development.	Students are actively pursuing their goals.	Students have written goals for leadership and personal development and can articulate these goals in conversation.	Students can articulate something they strive for pertaining to leadership and personal development but lack a progressive plan.	Student goals specifically pertaining to leadership and personal development are limited or non-existent.

INDICATOR 3: All students participate in meaningful leadership and personal development activities in each component of the agricultural education program:
- Classroom and laboratory instruction
- Experiential, project, and work-based learning through SAE ☐ Leadership and personal development through FFA

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
Students document leadership and personal development skill attainment and artifacts.	Students receive coaching and feedback on their leadership and personal development performance in all three components.	Student participation in leadership and personal development takes place in all three components.	Student participation in leadership and personal development takes place in only two of the three components.	Student participation in leadership and personal development is limited or only takes place in one of the three components.

INDICATOR 4: The FFA chapter constitution and bylaws are up-to-date and approved by chapter members.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
The plan for the review and approval of the chapter constitution and bylaws is led by chapter officers and provides the opportunity for all members to participate and contribute to the review.	Chapter officers lead the plan for the review and approval of the chapter constitution and bylaws.	The constitution and bylaws are up-to-date and approved by chapter members.	Chapter constitution and bylaws exist but are outof-date and not approved by chapter members.	Chapter constitution and bylaws are non-existent or the approval of them is limited.

National Chapter Award Application Worksheet

INDICATOR 5: FFA members are involved in the planning and implementation of a Program of Activities (POA).

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
All FFA members are involved in the planning, implementation, and continuous evaluation and improvement of the POA.	Committees under the direction of committee chairs lead the planning and implementation of the POA.	Chapter members lead the planning and implementation of the POA.	The FFA advisor leads the planning and implementation of the POA.	A published POA does not exist.

INDICATOR 6: The FFA chapter conducts regularly scheduled chapter meetings.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
Monthly meeting agendas, minutes, and reports from previous years as well as the current year are kept on file for future use and reference. These are regularly evaluated by members for meeting improvements.	The use of agendas, minutes, and proper reports along with correct parliamentary procedure are used to conduct monthly meetings.	Monthly meetings are being conducted using an agenda, minutes, and the proper reports.	Monthly meetings are being held, but without the use of an agenda, minutes, and reports.	Periodic meetings are held, but the use of an agenda, minutes, and reports are limited; or no chapter meetings are being held.

INDICATOR 7: An awards recognition program planned and conducted by FFA members is in place.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
In addition to FFA members, the awards recognition program is planned and conducted with the input and participation of key stakeholders.	The awards recognition program not only recognizes FFA members for their achievements but also showcases the efforts of the program's key stakeholders.	The awards recognition program is planned and conducted by FFA members.	The awards recognition program is planned and conducted by the FFA advisor and/or chapter officers.	The implementation of an awards recognition program is limited or nonexistent.

INDICATOR 8: The FFA chapter has a current budget, which provides the financial resources to support the Program of Activities (POA).

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
A final report of the closed-out chapter budget is presented to FFA members annually, with opportunity for input and suggestions for modifications to take forward to the next year.	The chapter has a current budget, which supports the POA and includes financial records and is provided to the FFA membership at monthly FFA meetings.	The FFA chapter budget is current and provides resources to support the POA.	The chapter finances support the POA, but the current chapter budget is missing.	The chapter's budget is non-existent or financial resources are unable to support the POA.

National Chapter Award Application Worksheet

INDICATOR 9: Capable and trained officers lead the FFA chapter.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
Chapter officers are elected annually by members using an approved process outlined in the chapter bylaws. Chapter officers are properly trained to fulfill the duties of their office and participate in leadership activities above the chapter level.	Chapter officers are elected annually by members using an approved process outlined in the chapter bylaws. Chapter officers are properly trained to fulfill the duties of their office and participate in leadership activities at the chapter level.	Chapter officers are elected annually by members using an approved process outlined in the chapter bylaws. Chapter officers are properly trained to fulfill the duties of their office.	No written process in place to elect chapter officers. No training processes in place to ensure chapter officers understand the duties of their office.	No chapter officers in place to lead the chapter.

INDICATOR 10: The FFA chapter has an active, dedicated support group (i.e., FFA Alumni, agriculture booster club).

☐ 5	☐ 0
The chapter has an active FFA Alumni, booster club or support group.	The chapter does not have an active FFA Alumni, booster club or support group.

INDICATOR 11: Stakeholders are engaged in developing and supporting a quality chapter.

(Stakeholders can be defined as but are not limited to: FFA Alumni, agricultural booster club, sponsors and other agricultural agencies in the community.)

☐ 4	☐ 3	☐ 2	☐ 1
Resources are developed or acquired to continually enhance awareness and increase the partner base for increased support of the chapter. The active FFA chapter engages with stakeholders at least six times each year.	Stakeholders are identified. Interaction is limited to no more than four times each year.	Interaction is limited with stakeholders to less than three times each year.	Interaction is limited to less than twice per year with stakeholders.

INDICATOR 12: SAE is an integral component of the agricultural education program, with all students maintaining an exploratory/foundational SAE and career plan of study.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
All students have a documented SAE or maintain multiple SAEs based on their career plan of study.	Students implement an additional SAE beyond exploratory/foundational and are able to articulate their growth and development.	All students maintain an exploratory/foundational SAE including a career plan of study.	All students maintain a career plan of study.	SAE programs are not available through the agricultural education program.

INDICATOR 13: A recruitment and retention plan is yielding steady or increasing student enrollment.

☐ 5	☐ 4	☐ 3	☐ 2	☐ 1
Data regarding the effectiveness of the recruitment and retention plan is synthesized and used to guide the revisions of the plans.	The implementation of a recruitment and retention plan has yielded steady or increasing student enrollment that reflects the diversity of the school population.	The implementation of a recruitment and retention plan has yielded steady or increasing student enrollment.	A recruitment and retention plan has been developed or revised and implemented but has not yet yielded results.	A recruitment and retention plan is nonexistent or the implementation of the plan is limited.

National Chapter Award Application Worksheet

Form I – Summary

The National Quality FFA Chapter Standards assessment allows for a maximum of 64 points. If a chapter submits Form I (summary of one activity in each national chapter quality indicator) and earns 51 points or higher – they will be awarded the State Superior Chapter Award.

This threshold must be met in order to qualify to fill out Form II and be considered for state level Gold, Silver or Bronze Awards or to be considered for national 3-star, 2-star or 1-star awards.

In the online application, Form II is available once these minimum qualifications are met.

National Quality FFA Chapter Standards	Points Possible	Points Earned
1. All students enrolled in the agricultural education program have the opportunity to be a member of FFA.	5	
2. Students build a progressive leadership and personal development plan.	5	
3. All students participate in meaningful leadership and personal development activities in each component of the agricultural education program: • Classroom and laboratory instruction • Experiential, project, and work-based learning through SAE • Leadership and personal development through FFA	5	
4. The FFA chapter constitution and bylaws are up-to-date and approved by chapter members.	5	
5. FFA members are involved in the planning and implementation of a Program of Activities (POA).	5	
6. The FFA chapter conducts regularly scheduled chapter meetings.	5	
7. An awards recognition program planned and conducted by FFA members is in place.	5	
8. The FFA chapter has a current budget, which provides the financial resources to support the POA.	5	
9. Capable and trained officers lead the FFA chapter.	5	
10. The FFA chapter has an active, dedicated support group (i.e., FFA Alumni, agriculture booster club).	5	
11. Stakeholders are engaged in developing and supporting a quality chapter.	4	
12. SAE is an integral component of the agricultural education program, with all students maintaining an exploratory/foundational SAE and career plan of study.	5	
13. A recruitment and retention plan is yielding steady or increasing student enrollment.	5	
TOTAL	64	

National Chapter Award Application Worksheet

Form II: Growing Leaders - Activity 1

Name of Activity: _____

☐ Leadership ☐ Healthy Lifestyle ☐ Scholarship ☐ Personal Growth ☐ Career Success

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded ☐ Met ☐ Unmet

National Chapter Award Application Worksheet

Outcome Evaluated and reported #2 (maximum 125 characters)

Goal #3 (maximum 22 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Leaders (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Growing Leaders - Activity 2

☐ Leadership ☑ Healthy Lifestyle ☐ Scholarship ☐ Personal Growth ☐ Career Success

---

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #2 (maximum 125 characters)

National Chapter Award Application Worksheet

Goal #2 (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Leaders (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Growing Leaders - Activity 3

☐ Leadership ☑ Healthy Lifestyle ☑ Scholarship ☐ Personal Growth ☐ Career Success

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☑ Met ☑ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded ☑ Met ☑ Unmet

Outcome Evaluated and Reported #2 (maximum 125 characters)

National Chapter Award Application Worksheet

Goal #3 (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Leaders (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Building Communities – Activity 1

Name of Activity: _____

☐ Environmental ☐ Human Resources ☐ Citizenship ☐ Stakeholder Engagement ☐ Economic Development

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded ☐ Met ☐ Unmet

National Chapter Award Application Worksheet

Outcome Evaluated and Reported # 2(maximum 125 characters)

Goal #3: (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Community (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Building Communities – Activity 2

Name of Activity: _____

☐ Environmental ☐ Human Resources ☐ Citizenship ☐ Stakeholder Engagement ☐ Economic Development

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

National Chapter Award Application Worksheet

Outcome Evaluated and Reported #2 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #2 (maximum 125 characters)

Goal #3 (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Community (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Building Communities – Activity 3

Name of Activity: _____

☐ Environmental ☐ Human Resources ☐ Citizenship ☐ Stakeholder Engagement ☐ Economic Development

Activity Description (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

National Chapter Award Application Worksheet

Outcome Evaluated and Reported #2 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Goal #3 (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Community (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Strengthening Agriculture – Activity 1

Name of Activity: _____

☐ Support Group ☐ Chapter Recruitment ☐ Safety ☐ Agricultural Advocacy ☐ Agricultural Literacy

Activity Description: **(maximum 350 characters)**

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #2 (maximum 125 characters)

National Chapter Award Application Worksheet

Goal # 3: (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Agriculture (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Strengthening Agriculture – Activity 2

Name of Activity: _____

☐ Support Group   ☐ Chapter Recruitment   ☐ Safety   ☐ Agricultural Advocacy   ☐ Agricultural Literacy

Activity Description: (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

National Chapter Award Application Worksheet

Goal 3: (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded ☐ Met ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Agriculture (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet

Form II: Strengthening Agriculture – Activity 2

Name of Activity: _____

☐ Support Group   ☐ Chapter Recruitment   ☐ Safety   ☐ Agricultural Advocacy   ☐ Agricultural Literacy

Activity Description: (maximum 350 characters)

Goal #1 (maximum 225 characters)

Plan of Action #1 (maximum 400 characters)

Outcome Evaluated and Reported #1
☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #1 (maximum 125 characters)

Goal #2 (maximum 225 characters)

Plan of Action #2 (maximum 400 characters)

Outcome Evaluated and Reported #2 (check one)
☐ Exceeded   ☐ Met   ☐ Unmet

National Chapter Award Application Worksheet

Outcome Evaluated and Reported #2 (maximum 125 characters)

Goal 3: (maximum 225 characters)

Plan of Action #3 (maximum 400 characters)

Outcome Evaluated and Reported #3 (check one)

☐ Exceeded   ☐ Met   ☐ Unmet

Outcome Evaluated and Reported #3 (maximum 125 characters)

Advancing Agriculture (maximum 425 characters)

Impact (maximum 425 characters)

Related to Quality Standard (maximum 250 characters)

Photo & Photo Caption (maximum 550 characters)

National Chapter Award Application Worksheet