



## Team Excellence in Extension Award

Co-sponsored by the Board on Agriculture Assembly, Cooperative Extension Section's [Extension Committee on Organization and Policy \(ECOP\)](#) and [USDA National Institute of Food and Agriculture \(NIFA\)](#)

### Purpose

This award recognizes excellence of an Extension team in performing the work of Extension research, technical assistance, and outreach education. One award will be made to a team comprising any combination of Extension state, county, and regional staff, as well as non-Extension team members. The team must include three or more people. Weight will be given to Teams that include elements of diversity with respect to personnel, geography and content expertise. The team effort being recognized must reflect accomplishments within the last three years. Successful nominations document how the work of the team warrants distinction. It is critical that evidence of impact is included. Indicators of success are encouraged as well as a focus on how this team has advanced Extension's mission. The award will recognize excellence of Extension activities involving collaboration, sharing, and mobilizing multi-institutional responses and partnerships to address pressing issues across states or multiple jurisdictions. This award recognizes innovative responses that integrate multiple institutions and disciplines.

### Due Date

The call for nominations with a link to online submission occurs February 1<sup>st</sup> each year. The due date for nominations is May 1<sup>st</sup> at 5:00 p.m. Pacific Time.

The award recognizes a group that:

- Demonstrates Extension leadership within the team.
- Integrates two or more of the LGU mission areas (Extension plus applied research and/or teaching/instruction).
- Is generally defined as a partnership involving two or more Land Grant Institutions, with partnerships across 1862, 1890, and 1994 institutions being highly encouraged.
- Has improved local delivery of Cooperative Extension programming.
- Includes individuals engaged in community-based and local outreach.
- Includes multidisciplinary expertise.
- Demonstrates clear evidence of impact. Indicators of success are encouraged as well as a focus on how this team has advanced Extension's mission. Successful nominations document not only how the work of the team has led to an effective response to an emerging problem, but also how the contributions of the team and its partnerships have enhanced the Extension response to a problem (e.g., impact of two areas: (1) impact at a community or individual scale, and (2) the impact of having a team and the collaboration).
- Shows accomplishments within the past three years.
- Shows evidence that the work is sustainable and will continue beyond the initial efforts of the team.

## Eligibility

- At least one team member 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 does not qualify) as of the deadline of the nomination. Current members of the ECOP are not eligible to be part of a team nominated for the Excellence in Extension Team award.
- Individuals who have previously received other ECOP awards are eligible to receive an award as part of a team. Winning teams are required to wait three years before being considered for another team award.

## Award Evaluation Criteria

1. Justification of need **Weight -15 %**
  - a. The formal process by which needs of the program were identified
  - b. How the team effort was established/structured to meet these needs
2. Description of activities conducted within the past 3 years to meet the identified needs and evidence of excellence related to those activities. Activities may include, but are not limited to, development of webinars, learning circles, online programs and resources, and appropriate publication of scholarly work, including journal articles, electronic fact sheets, and newsletters. Evidence of excellence may include, but is not limited to, adoption of the team's program or activities by counties/states/institutions beyond those of the nominated team's members, development of sustained external funding, receipt of awards, recognition, and/or requests for regional/state/national addresses and speaking engagements. **Weight - 15%**
3. Documented high impact on intended audience in the interest of the public good, including assessment of the program indicated by economic, social, and/or environmental impact. **Weight - 20%**
4. Demonstrated team innovation regarding partnerships established, funding acquired, and educational program delivery. **Weight - 20%**
5. Evidence of how this team collaboration has led to success beyond what could be accomplished individually, including ability to integrate research and/or teaching colleagues in Extension programming. Evidence that the work is sustainable and will continue beyond the initial efforts. **Weight - 20%**
6. Demonstrated conveyance of cultural sensitivity and appreciation for diversity. **Weight - 10%**

## Nomination Package

Nominations must contain the following elements. It is recommended to prepare the following, ready to cut/paste before browsing to the Online Nomination form. Download prep form [here](#) that contains the link to submit online using JotForm at <https://form.jotform.com/220305868139054> or contact Sandy Ruble [sandyruble@extension.org](mailto:sandyruble@extension.org) to obtain a copy.

1. Name, title, and e-mail address of Team Primary Point of Contact.
2. Name, title, phone number and e-mail of person completing nomination.
3. Endorsement letter by the nominee's institution Extension Director or Administrator or his/her/their designee, conveyed via signatures.
4. A brief synopsis of nomination (30 words or less)
5. A narrative explaining the six elements in the criteria given above (400 words or less, each).

### **Limitations**

Only electronic submissions will be considered.

### **Selection Process**

1. Team nominations are collected from various land-grant Extension Programs by **May 1**.
2. One team is nominated by each of the 5 regions defined below **by mid-June**.  
1890s Region (AL, AR, FL, GA, KY, LA, MO, MS, NC, OH, OK, SC, TN, TX, VA)  
North Central (IL, IN, IA, KS, MI, MN, MO, NE, ND, OH, SD, WI)  
Northeast (CT, DE, ME, MD, MA, NH, NJ, NY, PA, RI, VT, WV, DC)  
Southern (AL, AR, FL, GA, KY, LA, MS, NC, OK, SC, TN, TX, VA, PR, USVI)  
Western (AK, AZ, CA, CO, HI, ID, MT, NV, NM, OR, UT, WA, WY, American Samoa, Guam, Micronesia, Northern Marianas Islands)
3. An Award Review Panel appointed by the ECOP Professional Development Committee will review 5 total nominations to select the National winner. The process is normally complete **by mid-July**.

### **Awards & Recognition**

The Team receives a cash award from the Extension Committee on Organization and Policy (ECOP) to the entity/entities they choose. A plaque from the USDA National Institute of Food and Agriculture (NIFA) Director is presented during the Awards Program at the Association of Public and Land-grant Universities (APLU) Annual Meeting in **November**. A travel stipend for 1 Team Member is typically provided by NIFA. A summary of the Team's excellent work is released to the national news media and published in the Community of Scholars Honoring Excellence booklet with a Team image or logo. The Team is expected to submit an impact statement for the database which portrays Cooperative Extension impacts publicly ([landgrantimpacts.org](http://landgrantimpacts.org)).