NCTE Affiliate Excellence Award Criteria

PLEASE USE THE ONLINE FORM TO COMPLETE THE SUBMISSION PROCESS

SECTION I: These activities are REQUIRED for qualification. Please check all that apply and be sure to attach the requested support materials. **Deadline for submission of application: July 15.**

8. Please INDICATE if your affiliate has increased its membership through one of the following ways:

- Increase membership in the affiliate by 5% during a year; 3% if the affiliate has 300 or more members
- Increase of 5% of NCTE members in the affiliate
- Maintain current membership AND complete an additional activity from SECTION II
- Conduct a unique membership campaign designed to increase general affiliate membership as well as to increase the number of members from targeted groups (i.e., minorities, elementary educators, urban/rural/early career teachers). NOTE that the campaign must go beyond the usual means of invitation to join the affiliate and must be conducted in the year of the award. ATTACH a one-page detailed description of the campaign that identifies goals, processes, and result AND complete an additional activity from SECTION II.

9. If your affiliate conducted a unique membership campaign, please provide a one-page description of that campaign.

10. What type of communications instrument does your affiliate publish at least twice a year? Please check all that apply as long as they are published two times each year or more.

- Newsletter
- Webpage
- Journal
- Letter from President
- Other (please specify)

11. Please submit your supporting documents online if possible and/or list any supporting documents you’ll be mailing. SEND THE DOCUMENTS by US mail to Claire Lamonica, 603 Normal Ave, Normal, IL 61761-1527 no later than July 15.

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<th>Will submit below</th>
<th>Will send by US mail</th>
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<tr>
<td>First webpage communication URL</td>
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12. If you are submitting website messages, please provide the URLs for them below.

First website message URL

Second website message URL

13. If you are submitting letters from your president, please paste these in below with five spaces in between each letter. Please label the letters as needed.

14. If you are citing a newsletter, please include the URL of an online issue or the name and issue of the newsletter you’ll be sending by US mail in the boxes below.

First newsletter

Second newsletter

15. If you are citing a journal, please include the URL of an online issue or the name and issue of the journal you’ll be sending by US mail in the boxes below.

First journal

Second journal

16. Indicate with English language arts professional learning program (s) / event (s) your affiliate has provided for its members.

☐ Workshop

☐ Conference

☐ Study Group

☐ Literacy in Learning Exchange Team

☐ Other (please specify)

17. Please provide a one-paragraph description of the program/event.

18. Register for and attend at least two affiliate sponsored activities at the NCTE Annual Convention in November. Include a list of participants with each activity attended.

Affiliate Roundtable Breakfast

Names of Affiliate Members Attending

SCOA Sponsored Concurrent Session One
**19.** Complete the NCTE affiliate report forms by July 15 deadline for this award. See Annual Affiliate Report Checklist mailed to affiliate presidents and liaison officers in May of the year of the award: http://www.ncte.org/affiliates/report.

- ☐ Yes
- ☐ No
- ☐ Other (please specify)

**20.** In addition to the Affiliate Excellence Award, apply to at least one other NCTE affiliate awards program.

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<thead>
<tr>
<th>Award</th>
<th>Applied this year</th>
<th>Did not apply this year</th>
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<tbody>
<tr>
<td>Affiliate Multicultural Program Award</td>
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<tr>
<td>NCTE Fund Teachers for the Dream Affiliate Award</td>
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<td>Affiliate Newsletter Award</td>
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<td>Affiliate Journal Award</td>
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<td>Affiliate Website Award</td>
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<td>NCTE Leadership Development Award</td>
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<td>NCTE High School Teacher of Excellence Award</td>
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<td>State, Regional, and Provincial NCTE/SLATE Intellectual Freedom Award</td>
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**21.** Participate with at least one delegate in the NCTE’s regional leadership conference, when offered in alternate years (Regions 1,3,7,8 in odd years and Regions 2,4,5,6 in even years). Include name(s) of delegate(s) and date/place of conference below.

- Name(s) of delegate(s)
- Date/Place of Conference

**SECTION II:** Each affiliate applying for the award must complete at least FOUR of the activities listed below in addition to the REQUIRED activities in SECTION I. Please check all that apply and be sure to attach the requested support materials.
22. Implement and maintain a plan for affiliate activities that incorporates cultural diversity and inclusion in the language arts profession.

Paste in a copy of your plan. If possible include web links to any supporting materials OR indicate that you will send them by US mail.

23. Publish second communications instrument IN ADDITION TO the one communications instrument in REQUIRED activity #2 in Section 1. If you listed more than one communications instruments in Section 1, choose one of those for this question. Please include sample of this additional communications instrument.

URL for communications instrument

Name of communications instrument that I will be sending via US mail

Name of second communications instrument already listed in Section I

24. As an affiliate, nominate at least one member of the affiliate for an NCTE office or nominating committee.

Name of person nominated

Office for which nominated

25. Participate in advocacy or policy making activities during the year. Include a brief description of the activity along with any supporting materials. Indicate if you'll be mailing supporting materials.

26. Participate in a project or activity directly involved with curriculum development, either through the affiliate or through local or state education agencies. Include a brief description and include any supporting materials. Indicate if you will be mailing any supporting materials.

27. Develop and carry out a program or activity that directly involves members of the local community in English language arts activities. Include a brief description and any supporting materials. Indicate if you will be mailing any supporting materials.

28. Create an affiliate strategic plan for multiple years that includes an annual budget. Please paste in a copy of the plan and budget. If a strategic plan is already in place, please indicate that and paste in an updated annual budget and a report on progress on goals for the past year.

29. Please list all the supporting materials that you will be sending via US mail to Jean Boreen, 1285 North Wakonda Street, Flagstaff, AZ 86004, by July 15.