



KAAE Outstanding Postsecondary Agriculture Program

Purpose for the Award

KAAE places high value on continuing education in agriculture. The Outstanding Postsecondary Agriculture Program award recognizes exemplary postsecondary institutions and full-time young farmer and adult ag ed programs.

The KAAE Outstanding Postsecondary Agriculture Program Award is sponsored by ICEV as a special project of the Kentucky FFA Foundation.

Awards and Recognition

The state winner will receive a plaque and \$500. Recognition will occur at the KAAE Awards and Business Session during the annual CTE Summer Program.

Press releases will be prepared and supplied to local and state media outlets.

Eligibility

All full-time instructors within the applicant institution, or of the department within the applicant institution, must have been members of KAAE for the three (3) previous years or continuously since they began teaching.

Qualifying young farmer and/or adult ag ed program staff must devote at least 50 percent of their teaching time to this level of instruction.

The deadline for submitting applications is April 1. All applications must be submitted online. No printed or emailed applications will be accepted.

Award Application Instructions

- 1. Applicant and Press Release Information** – the first portion of the application must be completed online. No other cover pages should be included.

All items listed below should be saved as electronic files and uploaded to the online application form. Printed copies of the items below will not be accepted. Supported file types include .pdf, .doc, .txt, .jpg, .png, .gif, 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 department/program, please include examples from all teachers within the program throughout the application.* The narrative must follow the outline specified as follows:
 - Overview** – brief description of your agricultural education department/program and the postsecondary community in which your program exists. Include a comparison of the demographics of your department to the demographics of your college/university. Young farmers' and adult ag ed programs may provide a comparison of the community in which they exist. (10%)
 - Program Mission** – brief reflective statement (not to exceed one page) of your program's or department's mission and goals. (10%)
 - Overview of Program Curriculum** – examples of effective classroom and laboratory instruction including description of classes offered, teaching methods used, how courses are aligned to standards, etc. (15%)
 - Experiential Learning** – examples of your program's/department's accomplishments in getting students involved in work-based learning such as cooperative education, internships, and other career-focused learning experiences. (15%)
 - Leadership Development** – examples of your program's/department's successes in developing leadership skills of students within the program/department. Program's participation in student organization activities, including FFA, Sigma Alpha, PAS, NYFEA, Ag Ed specific organizations and other student organizations may also be included. (15%)
 - Partnerships** – examples of your program's/department's relationships with partners such as volunteers, school and community leaders, industry leaders, and others who have the capacity to support your agricultural education program or department. (10%)
 - Marketing** – examples of how your program/department markets (or promotes) to groups such as prospective students, parents, administrators, and community leaders. (10%)
 - Professional Growth** – examples of how the teachers/professors in your program/department stay professionally prepared and up to date including information regarding your participating in professional organizations such as NAAE and programs sponsored by NAAE including Communities of Practice. (15%)
- 3. Letter of Reference** – one letter of reference should be uploaded to the online application form. The letter of reference should be from the program's/department's direct supervisor (principal, Career Tech Director, Department Chair, etc.). The letter of reference is not considered in the page limitations.
- 4. Supporting Materials** – the supporting materials are limited to eight 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.a.-2.h. above).

Submission

All information and documents must be submitted via the online application form. [Click here to access the application](#). This form allows an applicant to edit after submission, provided the deadline has not passed.

Evaluation

The KAAE Professional Growth and Awards Committee will oversee the evaluation of all applications, including selecting individuals to serve as evaluators. Evaluation will take place during the State Paperwork Day held in April, or at a time set by KAAE leadership.

A rubric, which can be accessed by [clicking here](#), will be used in scoring all applications.

National-Level Competition

The state winner will be informed of their selection in April immediately after applications have been evaluated. The state winner will be Kentucky's representative for the NAAE Outstanding Postsecondary Program Award and will complete the NAAE award application by May 15. More information can be found on [NAAE's Awards and Professional Development Opportunities](#) page.

Questions about this award should be directed to kristan.wright@education.ky.gov