

Award Outline

The purpose of this award is to promote family and community engagement at local PTAs/PTSAs, community PTAs/PTSAs, and councils by recognizing programs, projects, and activities/events that increase family and community engagement and involvement. It is similar to the PTAs Taking Significant Action Award, but the focus is on family and community engagement. Recognized programs, projects, and activities/events will positively impact students, families, and staff and may be duplicated and implemented by PTAs and councils around the state.

Award Instructions & Information

- The [online application form](#) is award is for local PTAs/PTSAs, community PTAs/PTSAs, and councils.
- PTAs must be in good standing with WSPTA to participate in the WSPTA Awards of Excellence.
- **CRITERIA:** Your program, project or activity/event must be a PTA program, project, or activity/event. The program, project, or activity/event should demonstrate a family and community engagement practice for recruitment, training or recognition of family and community involvement practices. This could include, but not be limited to a program, project, or activity/event that addresses: welcoming families into the school community; removing barriers; increasing diversity; improving parenting; supporting student success; communicating effectively with diverse populations; increasing volunteering; promoting advocacy; increasing and/or diversifying membership; offering training at school or at home; influencing school decision making; or collaborating with families, staff, and/or the community.
- Your supporting files should include items in ORDER requested in the judging criteria and ONLY the number of items requested. Use sections and item numbers as indicated on the judging form.
- Items submitted should use the following format when naming the files that you will upload with your link: Section number followed by the item number and then the name of the file. (*Example: 1.7.Budget*)
- Award time frame is from March 1, 2020 – March 15, 2021. Unless otherwise noted, program, project or activity/event must be completed within this time frame.
- Partial credit may be awarded if deemed appropriate by the judging committee.
- Decisions of the family and community engagement (FACE) award of excellence committee and WSPTA program director are final.
- Award recipients may be asked to provide a display and a one-page handout describing the program for the WSPTA Convention.
- Awards will be presented at the 2021 WSPTA Convention.

NEW Submission Procedures for 2020-2021

Applications must be submitted via the [online form](#). If online submission is not possible, please contact the WSPTA program director, ptaprogridir@wastatepta.org, for instructions before the application deadline, **March 15, 2021**. Upon receipt of your application, you will receive a link to the awards submission site. You will then have 48 hours to upload your supporting files.

Application Deadline: March 15, 2021 | Please keep a copy for your records.

Please use this section and subsequent judging form pages as a guide.

(Note: You should have this information and the supporting documents prior to filling out the [online submission form](#), as you will be unable to stop or go back once you begin the submission process.)

1. **DESCRIPTION** - Describe the program, project or activity/event (be clear and concise). Please include the number served by the program, project or activity/event. If this was an event, how many people attended/participated? Please include a brief plan and calendar for the program, project or activity/event.
2. **FOCUS – CHECK ALL THAT APPLY** for the program, project or activity/event:

<input type="checkbox"/> Removing barriers	<input type="checkbox"/> Welcoming families into the school community
<input type="checkbox"/> Supporting student success	<input type="checkbox"/> Collaborating with families/staff/community
<input type="checkbox"/> Improving parenting	<input type="checkbox"/> Increasing/diversifying membership
<input type="checkbox"/> Promoting advocacy	<input type="checkbox"/> Influencing school decision making
<input type="checkbox"/> Increasing diversity	<input type="checkbox"/> Offering training at school or at home
<input type="checkbox"/> Increasing volunteering	<input type="checkbox"/> Communicating effectively with diverse populations
<input type="checkbox"/> Other (please describe) _____	

Describe why the focus areas were selected for the program, project or activity/event.
3. **GOALS** – Describe the goals of the program, project, or activity/event and how it fits with your PTA or council goals. Describe the need that was addressed by the program, project, or activity/event and how it was determined.
4. **DURATION** – What is the duration of this program, project, or activity/event?
5. **ENGAGEMENT** - Describe how your PTA/council involved families and the community in planning and implementation. Is this program, project, or activity/event an opportunity to increase family and community engagement by those not already “at the table” for this PTA or council?
6. **MATERIALS** - Include examples of your promotional materials for the program, project, or activity/event. What would another PTA or council need to know in order to replicate this program, project or activity/event?
7. **RESOURCES** - What was the budget for this program, project or activity/event and did you receive any grants? What resources (financial, volunteer requirements, etc.) are required for this program, project, or activity/events? Include a copy of the submitted program/project/activity/event budget if applicable (please make a note if there are \$0 associated expenses or income).
8. **OUTCOMES** – What were the outcomes or impact (both positive and negative) of this program, project, or activity/event? Will your PTA/council do this program, project, or activity/event again?
9. **EVALUATION** - Describe how you evaluated the program, project, or activity/event and what specific recommendations were made.
10. **SUMMARY** - What makes this program, project, or activity/event one that another PTA/council might choose to try?

Family and Community Engagement (FACE) Award of Excellence Judging Form 2020-21

PTA/PTSA/Council Name:	PTA/PTSA/Council #:						
Check one:	<table style="display: inline-table; border: none;"> <tr> <td style="border: 1px solid black; padding: 2px;">Council</td> <td style="border: 1px solid black; width: 20px; height: 15px;"></td> <td style="border: 1px solid black; padding: 2px;">PTA/PTSA</td> <td style="border: 1px solid black; width: 20px; height: 15px;"></td> </tr> </table>	Council		PTA/PTSA			
Council		PTA/PTSA					
Submitting a:	<table style="display: inline-table; border: none;"> <tr> <td style="border: 1px solid black; padding: 2px;">Program</td> <td style="border: 1px solid black; width: 20px; height: 15px;"></td> <td style="border: 1px solid black; padding: 2px;">Project</td> <td style="border: 1px solid black; width: 20px; height: 15px;"></td> <td style="border: 1px solid black; padding: 2px;">Activity/Event</td> <td style="border: 1px solid black; width: 20px; height: 15px;"></td> </tr> </table>	Program		Project		Activity/Event	
Program		Project		Activity/Event			

Using the information on the application and any attached documents, please evaluate each program, project, or activity/event.

SECTION 1 (Procedural)	
1. DESCRIPTION - A clear and concise description of the program, project, or activity/event was given; number served; brief plan and calendar for the program, project or activity/event. (maximum points: 5)	
2. FOCUS - The focus of the program, project, or activity/event was clearly described. (maximum points: 5)	
3. GOALS – The goals of the program, project, or activity/event were described, including how it fits with the PTA or council goals. They described the need that was addressed by the program, project or activity and how it was determined. (maximum points: 5)	
4. DURATION – Duration of this program, project, or activity/event was described. (maximum points: 5)	
5. ENGAGEMENT – They describe how the PTA/council involved members, parents, students, staff, and community and if this program, project, or activity/event was an opportunity to increase family and community engagement by those not already “at the table” for this PTA or council. (maximum points: 5)	
6. MATERIALS – They include examples of your promotional materials for the program, project, or activity/event. They included what another PTA or council would need to know in order to replicate this program, project or activity/event. (maximum points: 5)	
7. RESOURCES - The budget for this program, project, or activity/event was included, including any grants received. They included information about required resources (financial, volunteer requirements, etc.). (maximum points: 5)	
8. OUTCOMES – They described the outcomes (both positive and negative) of this program, project, or activity/event and if their PTA or council would do this program, project, or activity again. (maximum points: 5)	
9. EVALUATION – They describe the program, project, or activity/event evaluation. (maximum points: 5)	
10. SUMMARY – They included a summary including why this program, project, or activity/event is something that another PTA or council might choose to try. (maximum points: 5)	
SECTION 1 TOTAL POINTS	Maximum Points Possible: 50
Total Points:	

SECTION 2 (Subjective)		
1. This program, project, or activity/event directly relates to increasing/promoting family and community engagement. (maximum points: 5)		
2. This program, project, or activity/event showed originality/creativity or goes beyond the traditional PTA program, project or activity. (maximum points: 5)		
3. This program, project, or activity/event serves a significant number of students/families/PTAs/underserved population/etc. (maximum points: 5)		
4. This program, project, or activity/event showed significant involvement by members, parents, students, staff, or the community. (maximum points: 5)		
5. This program, project, or activity/event is an opportunity to increase family and community engagement by those not already "at the table" for this PTA or council. (maximum points: 5)		
6. This program, project, or activity/event is <u>sustainable</u> and worth repeating annually or was a <u>high impact</u> one-time program, project or activity/event. (maximum points: 5)		
7. The backup materials provided were a good representation of the program, project, or activity/event. They were of good quality and quantity and would help another PTA or council replicate this program, project, or activity/event. (maximum points: 5)		
8. This program, project, or activity/event had/will have positive outcomes and/or significant value for the students or membership served by the PTA or council. (maximum points: 5)		
9. This program, project, or activity/event is easily reproducible for other PTAs or councils. (maximum points: 5)		
10. The application for this program, project, or activity/event was well organized and well thought out. (maximum points: 5)		
SECTION 2 TOTAL POINTS	Maximum Points Possible: 50	Total Points:

Total Points Earned

Section 1: (Maximum points possible = 50) _____

Section 2: (Maximum points possible = 50) _____

Total Points: (Maximum points possible = 100) _____

Gold Level (90%) = 90+ Silver Level (80%) 80-89 Bronze Level (70%) 70-79