

## Outstanding Administrative Support Award Application

### Award Overview

Without the support of school administrators, students could not take advantage of the many opportunities offered through Colorado Family, Career and Community Leaders of America (FCCLA). Outstanding administrators encourage chapters to take advantage of FCCLA programs and develop leadership skills to prepare them for their multiple adult roles of family member, wage earner, and community leader.

### Evaluative Criteria

Evaluation will be based on 2 components (100 pts.): (to include completeness, support materials, etc.)

- A. Application (10 points)
- B. Support Letters (90 points)

### Application Material

Each chapter may submit **one** entry.

1. Complete the Candidate Information
2. Gather two letters of support that indicate the administrator’s involvement and support of FCCLA at different levels and come from at least two of the following categories:

Member	School	Community
<ul style="list-style-type: none"> <li>• Current</li> <li>• Alumni</li> <li>• FACS Student</li> </ul>	<ul style="list-style-type: none"> <li>• Chapter Adviser</li> <li>• CTE Director</li> <li>• Faculty Member</li> <li>• Parent</li> </ul>	<ul style="list-style-type: none"> <li>• Advisory Committee</li> <li>• Community Leader</li> <li>• School Board Member</li> </ul>

### Submission Process

Email Application Material to [cofccla.stateadviser@gmail.com](mailto:cofccla.stateadviser@gmail.com) by **March 1, 2018**. Applications file name should be titled “ApplicantsLastName\_Admin”. Files formats may only be .docs, .doc, .pdf, or .rtf.

### Recognition

The award will be presented during the 2018 State Leadership Conference. Nominators of winning nominees will be notified by March 15, 2018.

### Candidate Information

Nominee: \_\_\_\_\_

Title: \_\_\_\_\_ School: \_\_\_\_\_

Nominating Chapter: \_\_\_\_\_ FCCLA District: \_\_\_\_\_

Nominating Chapter Adviser: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\* Previous winners will be considered after 5 years. Their work only during that 5 year period will be considered.