

TAFCE CENTRAL REGION

2020 Program Planner

for County Council Officers



TAFCE and Central Region Board Dates at a Glance Twelve Month Calendar 2020 Programs and Forms

This Planner is designed to be used by county council presidents, other county council officers and local FCE club presidents. Most due dates and deadlines are regional:
Set your own county deadlines accordingly.

NAFCE Mission Statement

The mission of the National Association of Family and Community Education is to strengthen individuals and families through: continuing education; leadership development; and community service. In cooperation with the Extension Service, United States Department of Agriculture, and the State Land Grant Universities, NAFCE provides leadership for issues that are critical to the economic, social and environmental progress of Americans.

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The **Emblem** is composed of two concentric circles which typify the home, the family, the community and the association. The hearth fire in the center symbolizes the home; the oak leaf, the strength of the home; the lamp of knowledge, the wisdom with which a home and family must be created; the wheat, productivity and richness of family and community life. Around these symbols are the words: Home, Family and Community. The emblem is registered with the U.S. Patent and Trademark Office.



The **Seal** is composed of three concentric circles. The two inner circles are the same as the emblem, with the third circle bearing the name of the organization. The seal is used for formal items, such as a certificate of honor or achievement. The seal is registered with the U.S. Patent and Trademark Office.



The **FCE logo** is the acronym for "Family and Community Education". The logo should be used on stationery and envelopes. It shall be kept clean and free of clutter, so it can be easily recognized. The logo includes the FCE as well as the words. The logo should not be used within state outlines. The name of the state may be used in the place of national as specified in the letterhead provided to each state by the national organization. The logo is registered with the U.S. Patent and Trademark Office.

Application for the use of such names may be accomplished by calling National Association for FCE office at 859-525-6401.

"Family and Community Education (FCE) is an organization of volunteers who work together to build strong families and communities. Educational materials are created and utilized to strengthen knowledge and skills. Resources are provided to develop leadership skills, enabling people to make a difference. Ultimately, FCE strives to make our communities a better place in which to live."

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2020 TAFCE CENTRAL REGION YEAR AT A GLANCE

January	8	Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.
	16	Regional Information Day at Lane Agri-Park, Murfreesboro, main building, auditorium. Registration 9 to 9:30 a.m.
	23	SNOW DATE Regional Information Day at Lane Agri-Park, Murfreesboro, main building, auditorium. Registration 9 to 9:30 a.m.
February	1	Heart of FCE nominee due to region president, Mary Alice Weber
	14	Leadership Retreat instructor forms due to reg. ed. chair, Karen Hughes
	14	Spirit of FCL nominee due directly to TAFCE president, Wanda Briddelle https://tinyurl.com/NAFCESpiritFCL
	14	State project report due directly to TAFCE v.p. for programs, Pam Sites
	19	Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.
March	2	Character Counts “Respect” due directly to TAFCE state president, Wanda Briddelle
	2	FCL applications due to region v.p. for public policy, Wendy Drumm
	2	Read Across America/Dr. Seuss Day
April	15	Leadership Retreat class registration due to reg. ed. chair, Karen Hughes
	15	Leadership Retreat registration due to region treasurer, Peggy Richmond
	15	Project brochures due to NAFCE https://tinyurl.com/NAFCBrochure
	15	TAFCE scholarship applications due directly to TAFCE v.p. for programs, Pam Sites
	22	Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.
	25	Drug Take Back (State Project...DEATakeBack.com)
28-29	Family Community Leadership (FCL) training at Comfort Suites, Lebanon, starts at 12 noon.	
May	1-31	Imagination Library Month
	15	State project “Day of the Family”
	26	Extra night at Central Region Leadership Retreat at TTU, Cookeville
	27-29	Central Region Leadership Retreat at TTU, Cookeville
June	1	Certified Volunteer Units (CVU’s) due to region v.p. for public policy, Wendy Drumm
	1	Creative Writing due to region v.p. for programs, Greta Kirby
	15	Best of the Best due to region v.p. for public policy, Wendy Drumm
July	1	Central Region officer nomination forms due to region v.p. for programs, Greta Kirby
	1	FCL applications due to v.p. for public policy, Wendy Drumm

	1	Kate Bagnall scholarship applications due to region v.p. for programs, Greta Kirby
	1	New 50 year member applications due directly to TAFCE v.p. for programs, Pam Sites
	15	Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.
	23-26	NAFCE Conference in Portland, Oregon
August	1	TAFCE officer nominations due directly to TAFCE v.p. for prog., Pam Sites
	15	Credential forms and registration for Central Region Annual Meeting due to region treasurer, Peggy Richmond
	15	Cultural arts winners due to region education chair, Charlene Budd
	15	Fashion revue winners due to region education chair, Regina McCathern
	25-26	Family Community Leadership (FCL) training at Comfort Suites, Lebanon, starts at 12 noon
September	1-30	National Suicide Prevention Awareness Month
	1	Begin Character Counts "Responsibility"
	9	Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, Community Center Building, 2 p.m.
	10	Central Region Annual Meeting at Lane Agri-Park, Murfreesboro, Community Center Building
October	1	2021 membership dues for region, TAFCE & NAFCE due to region treasurer, Peggy Richmond
	1	County council officer list due to region secretary, Becky Phillips
	1	Credential forms for all TAFCE Conference voting delegates due to TAFCE treasurer, Brenda Johns
	1	TAFCE Conference registration due to TAFCE treasurer, Brenda Johns
	11-17	National FCE Week
	_____	Drug Take Back (State Project...DEATakeBack.com)
November	8-11	TAFCE Conference, Meadow View Marriott, Kingsport, TN
	26	Thanksgiving
December	11	Hanukkah
	25	Christmas
	26	Kwanzaa begins

Dates listed above are postmark dates.

2020 TAFCE EXECUTIVE BOARD

President

Wanda Briddelle (Wilson)
793 Saundersville Ferry Road
Mt. Juliet, TN 37122
615.754.8942 (h)
615.218.4763 (c)
bnawjb@tds.net

President- Elect

Gloria Holcomb (Union)
400 Highland Trace
Sharps Chapel, TN 37866
865.278.3488(h)
865.585.4774(c)
holcombgd@gmail.com

VP for Programs

Pam Sites (Rutherford)
406 Regal Drive
Murfreesboro, TN 37129
615.898.8274(h)
615.956.5986(c)
peanut1450@bellsouth.net

VP for Public Policy

Diane Uher (McNairy)
190 Amelia Breann Lane
Selmer, TN 38375
731.645.8254(h) 731.439.2176(c)
uherdj@gmail.com

Secretary

Eileen Horton (Moore)
366 Duck Branch Road
Fayetteville, TN 37334
931.433.0075(h)
931.808.0402 (c)
ehorton194272@gmail.com

Treasurer

Brenda Johns (Giles)
610 Guthrie Road
Pulaski, TN 38478
931.309.5927
gailmayjohns54@gmail.com

Eastern Region President

Clare Nell Breeden (Meigs)
P.O. Box 92
Decatur, TN 37322
423.618.2406
wwcthouse@aol.com

Central Region President

Mary Alice Weber (Williamson)
10440 Locust Fork Road
Primm Springs, TN 38476
615.417.1670 (c)
maryaliceweber49@gmail.com

Western Region President

Barbara Beeman (Montgomery)
403 Bellamy Lane
Clarksville, TN 37403
931.801.0822
mamabee@twotzus.com

EDUCATION CHAIRS

ITT/Communications

Crystal Holt (Putnam)
795 East 22nd Street
Cookeville, TN 38501
931.261.6750(c)
pageantmom2002@gmail.com

Cultural Arts

Esther Button (Houston)
150 Outlaw Lane
Stewart, TN 37175
931.721.4765
buttonjar1960@yahoo.com

Fashion Revue

Kay Baker (Sullivan)
800 Hill Road
Kingsport, TN 37664
423.323.8756
birdk@charter.net

STATE ADVISORS

Dr. Matthew Devereaux
INT. Assistant Dean/Professor
121 Morgan Hall
2621 Morgan Circle
865.974.7384
Knoxville, TN 37996
mdevereaux@utk.edu

Dr. Martha Keel

Professor, UT Extension
119 Morgan Hall
2621 Morgan Circle
Knoxville, TN 37996
865.974.8197(w)
865.680.9788(c)
mkeel@utk.edu

Eastern Region Advisor

Linda K. Bower
Regional Program Leader
Eastern Region Office
1801 Downtown West Blvd
Knoxville, TN 37919
865.577.9963 (w)
865.680.9788(c)
lkbower@utk.edu

Central Region Advisor

Natalie Owens
INT. Extension Program Leader
Central Region Office
5201 Marchant Drive
Nashville, TN 37211
615.832.6550
nowens3@utk.edu

Western Region Advisor

Dr. Lynn Brookins
Extension Program Leader
Western Region Office
605 Airways Boulevard
Jackson, TN 38301
731.425.4725
dbrooki1@utk.edu

2020 TAFCE CENTRAL REGION BOARD

President

Mary Alice Weber (Williamson)
10440 Locust Fork Road
Primm Springs, TN 38476
615.417.1670 (c)
maryaliceweber49@gmail.com

President Advisor

Emily Gordon (Marshall)
780 Yell Road
Lewisburg, TN 37091
931.270.7153
931.359.7074 (c)
emily.fce@gmail.com

VP for Programs

Greta Kirby (Smith)
287 Turkey Creek Hwy.
Carthage, TN 37030
615.735.2429 (h)
cjlkc@yahoo.com

VP for Public Policy

Wendy Drumm (Smith)
36 Shady Circle
Pleasant Shade, TN 37145
615.677.6250 (h)
516-578-6683 (c)
wfldust@nctc.com

Secretary

Becky Phillips (Warren)
880 Lawson Mill Road
McMinnville, TN 37110
931.815.1963 (h)
931.212.1644 (c)
rsbp74@gmail.com

Treasurer

Peggy Richmond (Grundy)
949 Bells Mill Road
Pelham, TN 37366
931.467.3639 (h)
609.413.7071 (c)
prichmond09@aol.com

Cultural Arts Chair

Charlene Budd (Giles)
14055 Columbia Hwy.
Lynnville, TN 38472
931.527.3333 (h)
931.638.2014 (c)
cfbudd@gmail.com

Fashion Revue Chair

Regina McCathern (Wilson)
1224 Rome Pike
Lebanon, TN 37087
615.784.4287 (h)
615.473.8332 (c)
mrmccathern@yahoo.com

Leadership Retreat Chair

Karen Hughes (Putnam)
15380 Dodson Branch Hwy.
Cookeville, TN 38501
317.397.6920 (c)
cachingkaren@gmail.com
fceretreat@gmail.com

Membership/Communication Chair

Crystal Holt (Putnam)
795 East 22nd Street
Cookeville, TN 38501
931.261.6750 (c)
pageantmom2002@gmail.com

UT Extension

Central Region Advisors

Carla Bush (Rutherford)
315 John R. Rice Blvd. Ste. 101
Murfreesboro, TN 37129
615.898.7710 (office)
cybush@utk.edu

Shelly Barnes (Wilson)

925 E Baddour Pkwy, Ste 100
Lebanon, TN 37087
615.444.9594 (office)
sbarnes@utk.edu

Patsy Watkins (Williamson)

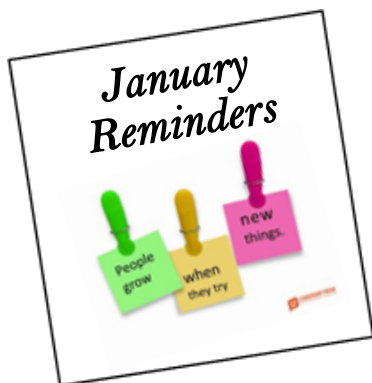
4215 Long Lane, Suite 200
Franklin, TN 37064
615-790-5721 (office)
pwatkin2@utk.edu

Natalie Owens

Interim Extension Program Leader
Central Region Office
5201 Marchant Drive
Nashville, TN 37211
615-832-6550
nowens3@utk.edu

January 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8 Region Executive Board Meeting	9	10	11
12	13	14	15	16 Regional Information Day	17	18
19	20	21	22	23 Regional Information Day SNOW DATE	24	25
26	27	28	29	30	31	



8 - Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.

16 - Regional Information Day at Lane Agri-Park, 315 John Rice Blvd., Murfreesboro, main building, auditorium. Registration 9 to 9:30 a.m.

23 - SNOW DATE Regional Information Day

February 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Heart of FCE Nominations Due
2	3	4	5	6	7	8
9	10	11	12	13	14 Retreat Instructor Forms/ Spirit of FCL/ State Project Report Due	15
16	17	18	19 Region Executive Board Meeting	20	21	22
23	24	25	26	27	28	29



- 1 - Heart of FCE nominee, p. 76-77, due to region president, Mary Alice Weber
- 14 - Retreat Instructor Form, page 88, due to Region Ed. Chair, Karen Hughes
- 14 - Spirit of FCL nominee, p. 95-96, due directly to TAFCE president, Wanda Briddelle
- 14 - State project report, p .105, due directly to TAFCE v. p. for programs, Pam Sites
- 19 - Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, main building, USDA room, 9:30 a.m.

March 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Character Counts Respect/ FCL application Due Read Across America	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				



2 - Character Counts "Respect" (see p.33-41) due directly to TAFCE president, Wanda Briddelle

2 - FCL Application, p 66-67, due to region v.p. for public policy, Wendy Drumm

2 - Read Across America/Dr. Seuss Day

April 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15 Retreat Class & Registration/ Brochures/ TAFCE Scholarship due	16	17	18
19	20	21	22 Region Executive Board Meeting	23	24	25 Drug Take Back Day
26	27	28 FCL Training in Lebanon	29 FCL Training in Lebanon	30		



- 15 - Retreat class registration, p.81, due to region education chair, [Karen Hughes](#)
- 15 - Retreat registration, p.82-84, 89 due to region treasurer, [Peggy Richmond](#)
- 15 - TAFCE scholarship applications, p. 98-99, due directly to TAFCE v. p. for programs, [Pam Sites](#)
- 15 - Project brochures, p. 27-28 due to NAFCE
- 22 - Central Region Executive Board meeting at Lane Agri-park, Murfreesboro, main building, USDA room, 9:30 a.m.
- 25 - Drug Take Back (State Project ...DEATakeBack.com)
- 28-29 - Family Community Leadership (FCL) training at Comfort Suites, Lebanon, starts at 12 noon.

May 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Imagination Library Month	2
3	4	5	6	7	8	9
10	11	12	13	14	15 Day of the Family	16
17	18	19	20	21	22	23
24	25 Memorial Day	26 Extra Night at Leadership Retreat	27 Leadership Retreat	28 Leadership Retreat	29 Leadership Retreat	30
31						



- 1-31 - Imagination Library Month
- 15 - State project "Day of the Family", page 64
- 26 - Extra night at Central Region Leadership Retreat at TTU, Cookeville
- 27-29 - Central Region Leadership Retreat at TTU, Cookeville, page 87

June 2020

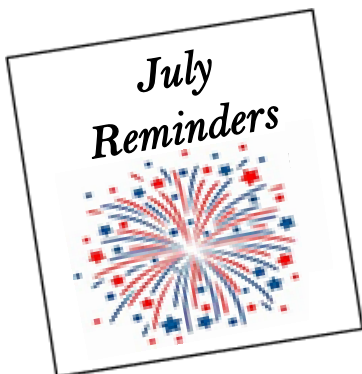
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 CVU's/Creative Writing due	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Best of the Best due	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



- 1 - Certified Volunteer Units (CVU's), p. 32, due to region v. p. for public policy, Wendy Drumm
- 1 - Creative Writing, p. 52, due to region v. p. for programs, Greta Kirby
- 15 - Best of the Best , p. 24-26, due to region v. p. for public policy, Wendy Drumm

July 2020

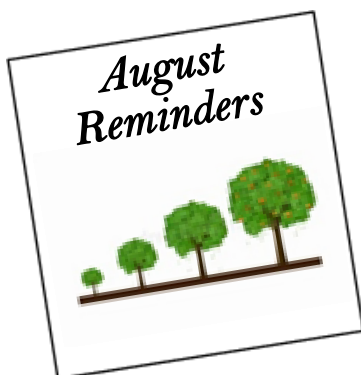
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Reg. officer nom./FCL application/ Kate Bagnall Sch. due	2	3 New 50 year member application due	4
5	6	7	8	9	10	11
12	13	14	15 Region Executive Board Meeting	16	17	18
19	20	21	22	23 NAFCE Conference	24 NAFCE Conference	25 NAFCE Conference
26 NAFCE Conference	27	28	29	30	31	



- 1 - Central Region officer nomination form, p.92, due to region v.p for programs Greta Kirby
- 1 - FCL application, p. 66-67, due to region v.p. for public policy, Wendy Drumm
- 1 - Kate Bagnall Scholarship application, p. 78-80, due to v. p. for programs Greta Kirby
- 3 - New 50 year member application, p. 75, due directly to TAFCE v. p. for programs, Pam Sites
- 15 - Central Region Executive Board meeting at Lane Agri-Park, Murfreesboro, at 9:30 a.m., USDA room
- 23-26 - NAFCE Conference in Portland, Oregon

August 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 TAFCE Officer Nominations due
2	3	4	5	6	7	8
9	10	11	12	13	14	15 Credential forms/ Registration/ Cultural Arts/ Fashion revue due
16	17	18	19	20	21	22
23	24	25 FCL Training	26 FCL Training	27	28	29
30	31					



- 1 - TAFCE officer nominations, p.93, due directly to TAFCE v. p. for programs, Pam Sites
- 15 - Credential Forms and registraion for Central Region Annual Meeting, p. 20-23, due to region treasurer, Peggy Richmond
- 15 - Cultural arts winners, p.57-63, due to region education chair, Charlene Budd
- 15 - Fashion revue winners, p. 73-74, due to region education chair, Regina McCathern
- 25-26 - Family Community Leadership (FCL) training at Comfort Suites, Lebanon, starts at 12 noon

September 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Begin Character Counts "Responsibility"	2 National Suicide Prevention Awareness Month	3	4	5
6	7 Labor Day	8	9 C R Executive Board Meeting	10 C R annual meeting	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1 - Begin Character Counts "Responsibility", p. 42-50

1-30 - National Suicide Prevention Awareness Month

9 - Region Exec. Board meeting at Lane Agri-Park, Murfreesboro, Community Center Building, 2 p.m.

10 - Central Region Annual meeting at Lane Agri-Park, Murfreesboro, Community Center Building



October 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Dues/Co. Council Officers/ TAFCE Conf. Reg. & Credential Forms due	2	3
4	5	6	7	8	9	10
11 National FCE week	12 National FCE week	13 National FCE week	14 National FCE week	15 National FCE week	16 National FCE week	17 National FCE week
18	19	20	21	22	23	24
25	26	27	28	29	30	31



- 1 - 2021 membership dues, p. 65, for region, TAFCE & NAFCE due to region treasurer, Peggy Richmond
- 1 - County council officer list, p. 51, due to region secretary, Becky Phillips
- 1 - Credential forms for all TAFCE Conference voting delegates, p. 53, due to TAFCE treasurer, Brenda Johns
- 1- TAFCE Conference registration due to TAFCE treasurer, Brenda Johns
- 11-17 - National FCE Week
- _____ Drug Take Back (State Project...DEATakeBack.Com)

November 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8 TAFCE Conference	9 TAFCE Conference	10 TAFCE Conference	11 TAFCE Conference	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26 Thanksgiving Day	27	28
29	30					



8-11 - TAFCE Conference, Meadow View Marriott, Kingsport, TN

December 2020

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11 Hanukkah	12
13	14	15	16	17	18	19
20	21	22	23	24	25 Christmas	26
27	28	29	30	31		

*Happy
Holidays* 

TAFCE CENTRAL REGION ANNUAL MEETING INFORMATION SHEET

Date: Thursday, September 10, 2020

8 a.m. to 9:45 a.m. Cultural Arts and Fashion Revue check-in

___ a.m. Registration check-in

___ a.m. Voting delegates need to be seated before this time

10 a.m. Meeting begins. Come early to shop!

Location: Lane Agri-Park Community Center

315 John Rice Blvd., Murfreesboro, TN, 37130 (behind Rutherford County Extension Office)

I-24 Exit 78A

615-898-7710

Reservation: \$20 includes set-up/take down, buffet style meal, speaker, entertainment, prize money, judge's gift, etc. Deadline for reservation is August 15, 2020. County treasurers send registration to region treasurer, Peggy Richmond.

Business Meeting: If you need to be on the Annual Meeting agenda, contact Central Region FCE President, Mary Alice Weber, maryaliceweber49@gmail.com or 615-417-1670. Voting delegates credential form due August 15, 2020 to region treasurer, Peggy Richmond. New Central Region officers to be elected are: president-elect, vp for programs, and treasurer. Nomination forms are due by July 1, 2020 to vp for programs, Greta Kirby.




Table Decorations: Tables will be decorated by individual counties per an announced theme. The theme for 2020 will be: "Growing with FCE". A traveling trophy and bragging rights will be awarded to the first place winner. First, second, and third place winning counties will eat first.

Booth Sales: If you or your county wish to sell items at the Annual Meeting, there is a \$10.00 non-refundable rental fee and a form to complete. The capacity for booth space is only 11 booths. Booth space is filled according to date received. You will need to furnish your own table for your booth. Fee must be paid at the time of your registration. Send registration to region treasurer: Peggy Richmond.

TAFCE CENTRAL REGION ANNUAL MEETING
Thursday, September 10, 2020
Lane Agri-Park Community Center
315 John Rice Blvd., Murfreesboro, Tennessee

Registration Deadline: **August 15, 2020**

Cost per Person: **\$20**

NO REFUNDS

County _____

List of members attending (Please indicate with an * those renting booth space)

1. _____ - President or authorized delegate
VOTING DELEGATE (Attach Credential form to this form)

2. _____ 6. _____

3. _____ 7. _____

4. _____ 8. _____

5. _____ 9. _____

(Continue on back if more than 9 attending)

County Agent name: _____ Attending? Yes/No

(AGENTS MUST PAY FOR LUNCH AND OBTAIN RECEIPT)

HOW MANY MEMBERS NEED A VEGETARIAN PLATE FOR LUNCH? _____

IF YOUR COUNTY OR SOMEONE FROM YOUR COUNTY INTENDS ON SELLING ITEMS AT THE ANNUAL MEETING A \$10.00 NON-REFUNDABLE FEE MUST ACCOMPANY THEIR REGISTRATION. PLEASE INDICATE WHO WILL BE RENTING A SPACE.

Total # attending _____ @ \$ 20 per person = \$ _____

Number of Booth rentals _____ @ \$ 10.00 per booth = \$ _____

Check payable to TAFCE Central Region \$ _____

Note: County Treasurer, complete form and send it along with the Voting Delegate Credentials Form and one check for total registration by **August 15, 2020** to the Central Region Treasurer: Peggy Richmond, 949 Bells Mill Road, Pelham, TN 37366

TAFCE CENTRAL REGION ANNUAL MEETING
September 10, 2020

CRAFT BOOTH FORM

Lane Agri-Park Community Center
315 John Rice Blvd., Murfreesboro, Tennessee

NAME _____

Description of booth _____

COST: \$10.00 PER BOOTH, fee must be submitted with this form.

You must bring your own table. Vendors must be registered for annual meeting. **Please return with registration to: Central Region Treasurer by**

August 15, 2020 To: Peggy Richmond

**949 Bells Mill Road, Pelham, TN 37366
(609) 413-7071
prichmond09@aol.com com**

609-413-7071

Note: County treasurer please send this form and include a check for registration to Annual meeting.

FCE

Family & Community Education
Central Region

TENNESSEE ASSOCIATION FOR FAMILY AND COMMUNITY EDUCATION CENTRAL REGION CREDENTIAL FORM

NAME _____

ADDRESS _____

PHONE NUMBER _____ COUNTY _____

PERSON LISTED ABOVE IS: REGION _____

_____ County Council President

_____ Approved Alternate Voting Delegate

_____ Central Region Executive Board Member

THE PERSON LISTED ABOVE IS THE OFFICIAL VOTING DELEGATE FOR:

_____ COUNTY FOR THE CENTRAL REGION TAFCE

ANNUAL MEETING ON: SEPTEMBER 10, 2020

Signed _____

(County Council President or other officer)

Date: _____

SEND CREDENTIAL FORM TO THE CENTRAL REGION TREASURER BY AUGUST 15, 2020

CENTRAL REGION TREASURER—

Peggy Richmond

949 Bells Mill Road

Pelham, TN 37366

(609) 413-7071

prichmond09@aol.com

“BEST OF THE BEST”

This award recognizes and honors outstanding members of TAFCE who have given over and beyond the norm in the performance of duties as a volunteer, though unselfish acts for the betterment of their community.

GUIDELINES FOR NOMINATION

1. Nominee must be an active member of TAFCE.
2. Three (3) letters of recommendation and three (3) forms of documentation must accompany each nomination form. Letters of recommendation may be submitted by members or non-members of **fce**.
3. The three (3) letters of recommendation highlighting the accomplishments of the nominee should include:
 - ◆ A stated reason for nominating the individual.
 - ◆ Examples of how the **fce** member (nominee) has actively promoted and/or marketed **fce**.
 - ◆ Accomplishments and participation in **fce** (i.e. local, region, state) in the last 10 years.
 - ◆ Recognition and awards in **fce** or other organizations.
 - ◆ Membership or participation in community related activities.
4. Documentation is limited to three (3) 8 ½ x 11 pages (front side of page only). Support documentation can be newspaper articles, pictures or other relevant information. Do not submit original articles or photos. Entries can be digital photographs or copies of articles, photographs or other information. (Committee will not be responsible for original articles or photographs.)

A total of six (6) pages for both letters of recommendation and documentation.
5. Must be submitted in a plain three (3) ring portfolio.

COUNTY GUIDELINES

Each county may submit one nominee. If a nominee is not selected at the regional level as a “Region Winner,” that individual may be nominated again by their respective county another year.

The county Vice President for Public Policy or County Council President should submit the nominee to the Region Vice President for Public Policy or designated Education Chair by region’s deadline.

REGION GUIDELINES

The Region Vice President for Public Policy or Education Chair should have an independent panel of judges to select a region nominee. The nominee information will be forwarded to the TAFCE Vice President for Public Policy no later than August 1 of each year.

(Best of the Best Guidelines continued)

There will be one nominee from each of the three regions (i.e. Western, Central and Eastern). Each region may submit only one nominee and this individual may not be submitted as a nominee from the respective region for a two-year time period.

The nominee from each region will receive a gift and monetary award of \$25.00 from TAFCE, to be presented during the annual TAFCE state conference.

STATE GUIDELINES

An independent panel of judges will be appointed to select the “BEST OF THE BEST” state award recipient from the three region winners. The committee’s selection will be based on the information provided by the nominating region (refer to Guidelines for Nomination above).

The “BEST OF THE BEST” state award recipient will receive a commemorative gift and a monetary award in the amount of \$50.00 from TAFCE, to be presented during the annual TAFCE state conference.

The state award recipient will not be eligible for nomination or recognition for the “BEST OF THE BEST” award in the future.

All entries MUST comply with the published guidelines. Nominations that do not follow the guidelines will not be considered for competition.

Revised April 2008

County Due Date _____

Region Due Date: June 15
To Region Chairperson

State Due Date: August 1
to State Chairperson

“BEST OF THE BEST”

~ Nomination Form ~

(Please include this form along with the other required documents.)

Name of Nominee: _____

Address: _____

_____ Zip Code: _____

Telephone Number: _____

County in which nominee is a member of: _____

Name of FCE Club nominee is a member of: _____

Name of individual/group submitting nomination: _____

Date nomination submitted: _____

Signature of County VP of Public Policy or County Council President

Signature of Region Vice President of Public Policy or Chairperson

Signature of TAFCE Vice President of Public Policy

Revised: August 2008

County Due Date: _____

Region Due Date: June 15
to VP for Public Policy
or Chairperson

State Due Date: August 1
to VP for Public Policy



Open Category Brochure Contest Information and Rules Sheet

Approved 8-22-14

Description/Purpose:

This contest is designed to be an opportunity for all National FCE members at all levels (state, districts, counties, clubs or individuals etc.) to compete in a National FCE contest. The brochure is to be a “stand-alone” item promoting FCE in some manner. The brochure does **not** have to be connected to a Program Award Contest. Brochures used in the Program Award Contest may **NOT** be entered in this contest.

BROCHURES MUST PROMOTE FCE TO BE CONSIDERED FOR AWARDS

Categories:

Contestants may enter **ONE (1)** different brochure in each of the **THREE (3)** following categories:

1. **FCE Marketing/Membership:** These brochures are used to provide information about FCE to members of your communities and potential members. This could include recruitment information etc.
2. **FCE Tools:** These brochures are used as a tool in FCE to provide information needed for FCE members or those in their communities.
3. **Other:** These are brochures that do not fit into either of the above categories but promotes FCE in some manner.

Open to:

This contest is open to all National FCE members, in good standing, at all levels. They may enter the contest as a state, district, county, group, unit, club or individual etc.

Judging:

The judging will be done by the National FCE board and/or committee with the same basic scoring categories and points as used in the National FCE Program Awards Book Brochure Contest.

Awards:

Winners and placers in each of the three categories will receive a National FCE voucher that may be used to purchase National FCE materials. First place receives \$100 voucher, Second place receives a \$50 voucher and Third place receives a \$25 voucher.

Other instructions:

- Brochures not adhering to all rules and instructions **may** become ineligible for awards.
- The FCE logo used on the front of the brochure can be from any level of FCE including national, state, district, county, group, unit, or club etc. **If the National FCE logo is used, a license agreement must be obtained from National FCE.**
- Contact information, located on the back of the brochure, should include things such as the name of organization or group, addresses, phone numbers, web site addresses and other important contact information.
- Each brochure contestant must have **15** original brochures sent to the National FCE Headquarters **on/or before April 15 of the current year.** They must also bring, or send, a minimum of **50** original brochures to the National FCE Conference.
- Contestants are encouraged, but not required, to attend the National FCE Conference.



Open Category Brochure Judging Sheet

Approved 8-22-14

Category (circle one): **FCE Marketing/Membership** **FCE Tools** **Other**

Title or Purpose of Brochure: _____

State: _____ Person submitting Brochure: _____

Email: _____ Phone _____

Note: The Brochure must be an 8½"x 11" tri-fold that opens to the left.

Section	Points	Comments
The Brochure has essential information.	20	
a) The FCE logo is visible on the front when folded properly, opening to the left.	4 poss.	
b) Contact information is included on the back when folded properly, opening to the left.	5 poss.	
c) The front is eye-catching to draw someone into the brochure.	5 poss.	
d) There is a compelling request for action promoting FCE.	6 poss.	
The Brochure is easy to read.	45	
a) It has a creative, unique design.	15 poss.	
b) The colors complement each other.	10 poss.	
c) The message is clear.	20 poss.	
The Brochure looks professional.	35	
a) The brochure is 8 ½ x 11, folds properly and opens to the left.	10 poss.	
b) The information in the brochure is visibly balanced.	5 poss.	
c) There are no spelling errors.	10 poss.	
d) There are no grammatical errors.	10 poss.	
Total points possible	100	

CERTIFIED VOLUNTEER UNITS

This is your record of volunteer time. Keep your records for future documentations of your volunteer experiences. **Make additional copies of this form as needed.**

Certified Volunteer Units are used to recognize individuals preparing for and completing volunteer work within FCE and the community. You can count telephone and travel time if it relates to your volunteer project. Any volunteer acts count except those for immediate family. (Example: meals for shut-ins, church work, hospital and nursing homes, charitable or non-profit organizations, etc.)

When you have completed 500 hours of volunteer service, you will receive a Certificate of Recognition from TAFCE. Five hundred (500) hours of volunteer time equals 50 CVUs. Each additional 500 hours will earn a seal to be affixed to the certificate, a maximum of 4 seals per certificate. **The maximum time span for turning in unreported hours is three (3) years.**

Keeping a record of CVU hours can help you in many ways. A record of your volunteer time can help you:

- * Prepare for more responsible leadership and/or volunteer positions with FCE and/or other organizations.
- * Seek paid employment. Properly documented volunteer work can be listed on a job application.
- * Seek elective office. Community involvement and public service are important qualifications for elective offices.
- * Qualify for awards and recognition. Honor and award applications usually ask for a listing of volunteer service.
- * Qualify for scholarships. Volunteer service verifies the scope of your interests and background.
- * To help you grow personally. Volunteering can be fun and personally rewarding. Serving others can be a life-changing experience.

To receive your certificate and/or seal (s), complete the Volunteer Service Summary Sheet. **Turn in CVUs in 500 hour increments only, not to exceed 2,000 hours per year unless documentation is presented to verify excess. Odd hours will be discarded.** Send only the Volunteer Service Summary to your county or Region Vice-president of Public Policy. It will then be forwarded to the State Vice-president of Public Policy. **Check with your Region Vice-President of Public Policy for the deadline in your Region. It is very important that you adhere to these deadlines.** Keep your personal records for reference and documentation.

Revised 2011

CERTIFIED VOLUNTEER UNITS

Personal CVU Log

Name _____ County: _____
 Address _____ Phone: _____
 City _____ State _____ Zip _____

Please check the guidelines when reporting volunteer hours to make sure you report them correctly.

Date of Vol. Activity	Type of Volunteer Activity	Hrs. of Vol. Time	# of People Reached

~ DO NOT TURN THIS SHEET IN ~
 Keep this copy for your file; transfer total hours to the "CVU Volunteer Service Summary."

CERTIFIED VOLUNTEER UNITS

Volunteer Service Summary

Name _____ County _____ Region _____

City _____ State _____ Zip _____

Date Submitted for Recognition: _____

Date of Volunteer Activity	Type of Volunteer Activity	Hours of Volunteer Time	# of People Reached

TOTAL HOURS: _____
TOTAL PEOPLE REACHED: _____

County **Date**

Region **Date**

State **Date**

[The Total Hours must be submitted in 500-hour increments (i.e. 500, 1000, 1500, not to exceed 2000 per year)]

County Due Date: _____	Region Due Date: June 1st to Region VP of Public Policy	State Due Date: July 1st to State VP of Public Policy
------------------------	---	---



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

National FCE Essay and Artwork Contest

2020 THEME: "RESPECT"

CHARACTER COUNTS!®

"RESPECT " is one of Six Pillars of Character®

CHARACTER COUNTS!® and Six Pillars of Character®

are service marks of the CHARACTER COUNTS!® Coalition,

a project of Josephson Institute of Ethics

www.charactercounts.org





2020 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **RESPECT**

2020 ESSAY and ARTWORK CONTEST CRITERIA

RESPECT

Dear State President and Essay and Artwork Contest Chairman:

National FCE members nationwide present an annual contest for all 4th grade students in public, private, and home schools. National FCE's Essay and Artwork Contest promotes FCE's literacy programs, CHARACTER COUNTS!® and community involvement. The purpose of the 2020 contest is to encourage students to understand and practice **RESPECT**, one of the Six Pillars of Character®. The contest encourages students to strive for excellence and creativity in reading, writing, and drawing skills.

TIME LINE:

1. SUGGESTED COUNTY LEVEL:

- The contest will start at the county level.
- The contest can run **September 1, 2019 thru March 31, 2020**. *This date may be adjusted as long as the State entry is postmarked to National FCE by April 15th.*
- Each county is responsible for notifying its local schools, library or other network that would have access to publicizing the contest to eligible 4th grade students. It is suggested that the principal of each school be contacted and asked for approval. Contact individual teachers after approval is given by the principal.
- Make sure the contact information is on the Teacher/Parent letter and the Permission Form
- Sign and complete the information for the fourth grade teachers. Make a copy for each teacher you visit or contact.
- If you choose to inform them of the local and state awards, type an additional paper stating what the awards are.
- Retired teachers are a good source for judging the entries. **Each judge should receive a letter stating the contest criteria and a judging sheet with instructions.** This will ensure that judges will use the same criteria on all levels.
- Local groups and counties may provide prizes and recognition to local and county winners. Obtain a permission form from the county winner. Send this form with the essay and artwork.
- Each county should forward the original copies of their first place winner to the State FCE Essay and Artwork Chairperson by the state deadline.

2020 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

2. STATE LEVEL:

- State FCE Associations will judge the winning entries from the counties/parishes in their state. Retired teachers are a good source for judging the entries. **Please use judging instructions and judging sheet included in this packet.** This will ensure that judges from all states will use the same criteria for all levels.
- State FCE Associations provide prizes and recognition to the state winners.
- Send the permission form and the original copy of the first-place winner for each state to the National FCE Headquarters postmarked by April 15, 2020. Please mail the winning entry in a 9"x12" manila envelope to avoid folding the Essay and Artwork.

3. NATIONAL LEVEL:

- The same judging criteria of creativity/content, grammar/punctuation/sentence structure, vocabulary, and presentation are used on all levels.
- The National 1st, 2nd, & 3rd place winners of the 2020 Essay & Artwork Contest will be announced at the National FCE Annual Conference in 2020.
- The National 1st, 2nd, & 3rd place winners receive visa gift card or check of \$250, \$150, \$50 respectively.
- The National 1st, 2nd, & 3rd place winners' entries will be recognized on the National FCE website, with approval.

CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both.

Do not color the picture.

Do not fold the picture.

Essay and picture should reflect the characteristic **RESPECT**.

For drawings, use unlined, white paper approximately 8 ½ by 11.

For essays, use lined, white paper approximately 8 ½ by 11. The essay shall be a minimum of 50 words.

3. Students should write their name, date, his or her teacher's name, and the name of the school, or home schooled, on the back of the picture and the bottom of the essay.

**Thank you for your time and effort in helping make this a successful
National Family & Community Education Project in Literacy!**



2020 National Essay and Artwork Contest

Based on CHARACTER COUNTS![®]
Character Value: **RESPECT**

Dear Fourth Grade Teacher/Parent:

The National Family & Community Education members in _____ (state/county) are sponsoring a nation-wide contest. The contest is based on the characteristic **RESPECT**, and we are asking students to write a short essay or short story about this trait.

The contest starts at the county level, where entries will be judged and winners recognized from the county. The first place county entries will be forwarded to the state level. State FCE Associations, will, in turn, judge and recognize winners for the state. First place state entries will then be judged at the national level. The same judging criteria will be used in all states at all levels. These include: creativity, content, grammar, punctuation, sentence structure, vocabulary, and presentation of the handwriting.

The National 1st, 2nd, & 3rd place winners receive a Visa Gift Card or check of \$250, \$150, \$50 respectively.

Contest criteria are as follows:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both. **Do not color the picture.**
Do not fold the picture.
 - Essay and picture should reflect the characteristic **RESPECT**.
 - For drawings, use unlined, white paper approximately 8½" x 11".
 - For essay, use lined, white paper approximately 8½" x 11". The essay should be a minimum of 50 words.
3. Students should write their name, date, his or her teacher's name, and name of the school, or home schooled, on the back of the picture and at the bottom of the essay.

We hope you will join us in encouraging our students/children to strive for excellence in their writing and drawing skills and in the understanding of **RESPECT**, an essential characteristic. More information may be obtained by contacting the FCE member below. Mail the Essay and Artwork entry to the member below.

Sincerely,

Name: _____

Address: _____

Phone Number: _____



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

2018 ESSAY and ARTWORK
RESPECT
PERMISSION FORM

(MUST be submitted with Essay and Artwork to be eligible for judging)

I give _____ my permission to participate in the Essay and Artwork Contest sponsored by the National Association for Family & Community Education. I also give permission for his/her photograph to be used in publications.

Parent/Guardian Signature: _____ Date: _____

My entry is entitled, _____ This work was completed on my own. I understand that the essay and drawing become property of National FCE Association.

Student's Signature: _____ Date: _____

Student's Complete Address: _____ Phone Number: (_ _ _) _ _ - _ _ _

Teacher's Name: _____

Name of School: _____

School or Student mail essay and artwork by _____ to:

County winner mailed to State President by _____

State winner mailed to National FCE Headquarters by April 15.



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: RESPECT

PRESS RELEASE:

2020 Essay and Artwork Contest: RESPECT

The _____ Family and Community Education members join state/county/parish members across the nation in sponsoring an Essay and Artwork Contest for fourth grade students. This contest is held annually, and the theme this year is RESPECT, one of the Six Pillars of Character. Students are to write an essay and create a hand drawn picture.

This FCE nationwide contest provides an opportunity for students to improve literacy skills and develop ethical values. The contest is open to any forth grade-level student attending public, private, or home school.

The contest runs from _____ through _____. For complete information please contact,

_____ at (___) _____ - _____
FCE Contest Chairman Phone Number

Mail or fax your release 10 days in advance of the release date.

Date: _____



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

WEBSITE PERMISSION

Please check one of the following:

_____ I give permission to National FCE to place my child's Essay and Artwork submission on National FCE's website, www.nafce.org. National FCE will only use my child's first name and the state we live in, also if my child signed their original Essay and Artwork, I give National FCE permission to alter it so that only his/her first name will show.

_____ I do not give permission for National FCE to place my child's Essay and Artwork submission on National FCE's website, www.nafce.org.

Parent's Signature

Send this completed form to: NAFCE Headquarters
73 Cavalier Blvd. Suite 106
Florence, KY 41042



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

JUDGING INSTRUCTIONS

Dear Judge,

On behalf of the National Association Family & Community Education, we thank you for being an important part of our literacy project. It would not be a success without the time you so graciously give. If at any time during the judging process you need assistance or have questions, please feel free to contact me.

GENERAL INSTRUCTIONS:

A judging sheet has been provided. The theme of the essay and hand drawn picture is **RESPECT**. After scoring the entries, please attach the judging sheet to both the story and the drawing with a paper clip – please do not staple. First, second, and third place winners are to be selected. After judging and selecting the winners, please notify your local FCE representative to pick up the entries and judging sheets. **DO NOT NOTIFY THE WINNER.** The state or county will make an announcement and present the award.

THE CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include a short story and a hand drawn picture. Use #2 lead pencil for both.
Do not color the picture.
Do not fold the picture.
 Essay and picture should reflect the characteristics of **RESPECT**.
 For drawings, use unlined, white paper approximately 8 ½ x 11.
 For essays, use lined, white paper approximately 8 ½ x 11. The essay should be a minimum of 50 words.
3. Students should write their name, date, his or her teacher’s name, and the name of the school, or homes schooled, on the back of the picture and at the bottom of the essay.

We ask that you do not write or mark on the entries as it may be judged at a higher level.

Again, we thank you for your time.

Sincerely,

Name _____

Phone Number _____

Address _____ City _____ State _____



2020 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPECT**

JUDGING SHEET

Name of Student:

DRAWING

- Message (10 points)**
- Creativity (10 points)**
- Execution (10 points)**

ESSAY

- Ideas (20 points)**
- Organization (8 points)**
- Voice (8 points)**
- Word Choice (8 points)**
- Sentence Fluency (8 points)**
- Conventions (8 points)**

PRESENTATION (drawing & essay) (10 points)

(100 pts possible)**TOTAL SCORE**

Judged by:

Date:

Trait Definitions

The 6+1 Trait Model of Instruction and Assessment comprises 6+1 key qualities that define quality writing. These are:

- Ideas--the main message
- Organization-- the internal structure of the piece
- Voice--the personal tone and flavor of the author's message
- Word Choice-- the vocabulary a writer chooses to convey meaning
- Sentence Fluency-- the rhythm and flow of the language
- Conventions--the mechanical corrections
- Presentation--how the writing actually looks on the page



2021 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPONSIBILITY**

National FCE Essay and Artwork Contest

2021 THEME: "RESPONSIBILITY"

CHARACTER COUNTS!®

"**RESPONSIBILITY**" is one of Six Pillars of Character®

CHARACTER COUNTS!® and Six Pillars of Character®

are service marks of the CHARACTER COUNTS!® Coalition,

a project of Josephson Institute of Ethics

www.charactercounts.org





2021 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®
Character Value: **RESPONSIBILITY**

2021 ESSAY and ARTWORK CONTEST CRITERIA **RESPONSIBILITY**

Dear State President and Essay and Artwork Contest Chairman:

National FCE members nationwide present an annual contest for all 4th grade students in public, private, and home schools. National FCE's Essay and Artwork Contest promotes FCE's literacy programs, CHARACTER COUNTS!® and community involvement. The purpose of the 2021 contest is to encourage students to understand and practice **RESPONSIBILITY**, one of the Six Pillars of Character®. The contest encourages students to strive for excellence and creativity in reading, writing, and drawing skills.

TIME LINE:

1. SUGGESTED COUNTY LEVEL:

- The contest will start at the county level.
- The contest can run **September 1, 2020 thru March 31, 2021**. *This date may be adjusted as long as the State entry is postmarked to National FCE by April 15th.*
- Each county is responsible for notifying its local schools, library or other network that would have access to publicizing the contest to eligible 4th grade students. It is suggested that the principal of each school be contacted and asked for approval. Contact individual teachers after approval is given by the principal.
- Make sure the contact information is on the Teacher/Parent letter and the Permission Form
- Sign and complete the information for the fourth grade teachers. Make a copy for each teacher you visit or contact.
- If you choose to inform them of the local and state awards, type an additional paper stating what the awards are.
- Retired teachers are a good source for judging the entries. **Each judge should receive a letter stating the contest criteria and a judging sheet with instructions.** This will ensure that judges will use the same criteria on all levels.
- Local groups and counties may provide prizes and recognition to local and county winners. Obtain a permission form from the county winner. Send this form with the essay and artwork.
- Each county should forward the original copies of their first place winner to the State FCE Essay and Artwork Chairperson by the state deadline.

2021 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®
Character Value: **RESPONSIBILITY**

2. STATE LEVEL:

- State FCE Associations will judge the winning entries from the counties/parishes in their state. Retired teachers are a good source for judging the entries. **Please use judging instructions and judging sheet included in this packet.** This will ensure that judges from all states will use the same criteria for all levels.
- State FCE Associations provide prizes and recognition to the state winners.
- Send the permission form and the original copy of the first-place winner for each state to the National FCE Headquarters postmarked by April 15, 2021. Please mail the winning entry in a 9"x12" manila envelope to avoid folding the Essay and Artwork.

3. NATIONAL LEVEL:

- The same judging criteria of creativity/content, grammar/punctuation/sentence structure, vocabulary, and presentation are used on all levels.
- The National 1st, 2nd, & 3rd place winners of the 2021 Essay & Artwork Contest will be announced at the National FCE Annual Conference in 2021.
- The National 1st, 2nd, & 3rd place winners receive visa gift card or check of \$250, \$150, \$50 respectively.
- The National 1st, 2nd, & 3rd place winners' entries will be recognized on the National FCE website, with approval.

CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both.

Do not color the picture.

Do not fold the picture.

Essay and picture should reflect the characteristic **RESPONSIBILITY**.

For drawings, use unlined, white paper approximately 8 ½ by 11.

For essays, use lined, white paper approximately 8 ½ by 11. The essay shall be a minimum of 50 words.

3. Students should write their name, date, his or her teacher's name, and the name of the school, or home schooled, on the back of the picture and the bottom of the essay.

**Thank you for your time and effort in helping make this a successful
National Family & Community Education Project in Literacy!**



2021 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®
Character Value: **RESPONSIBILITY**

Dear Fourth Grade Teacher/Parent:

The National Family & Community Education members in _____ (state/county) are sponsoring a nation-wide contest. The contest is based on the characteristic **RESPONSIBILITY**, and we are asking students to write a short essay or short story about this trait.

The contest starts at the county level, where entries will be judged and winners recognized from the county. The first place county entries will be forwarded to the state level. State FCE Associations, will, in turn, judge and recognize winners for the state. First place state entries will then be judged at the national level. The same judging criteria will be used in all states at all levels. These include: creativity, content, grammar, punctuation, sentence structure, vocabulary, and presentation of the handwriting.

The National 1st, 2nd, & 3rd place winners receive a Visa Gift Card or check of \$250, \$150, \$50 respectively.

Contest criteria are as follows:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both. **Do not color the picture.**
Do not fold the picture.
 - Essay and picture should reflect the characteristic **RESPONSIBILITY**.
 - For drawings, use unlined, white paper approximately 8½" x 11".
 - For essay, use lined, white paper approximately 8½" x 11". The essay should be a minimum of 50 words.
3. Students should write their name, date, his or her teacher's name, and name of the school, or home schooled, on the back of the picture and at the bottom of the essay.

We hope you will join us in encouraging our students/children to strive for excellence in their writing and drawing skills and in the understanding of **RESPONSIBILITY**, an essential characteristic. More information may be obtained by contacting the FCE member below. Mail the Essay and Artwork entry to the member below.

Sincerely,

Name: _____

Address: _____

Phone Number: _____



2021 National Essay and Artwork Contest
 Based on CHARACTER COUNTS!®
 Character Value: **RESPONSIBILITY**

2021 ESSAY and ARTWORK
RESPONSIBILITY
 PERMISSION FORM

(MUST be submitted with Essay and Artwork to be eligible for judging)

I give _____ my permission to participate in the Essay and Artwork Contest sponsored by the National Association for Family & Community Education. I also give permission for his/her photograph to be used in publications.

Parent/Guardian Signature: _____ Date: _____

My entry is entitled, _____ This work was completed on my own. I understand that the essay and drawing become property of National FCE Association.

Student's Signature: _____ Date: _____

Student's Complete Address: _____ Phone Number: (___) ___ - ___ - ___

Teacher's Name: _____

Name of School: _____

School or Student mail essay and artwork by _____ to:

County winner mailed to State President by _____

State winner mailed to National FCE Headquarters by April 15.



2021 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: RESPONSIBILITY

PRESS RELEASE:

2021 Essay and Artwork Contest: RESPONSIBILITY

The _____ Family and Community Education members join state/county/parish members across the nation in sponsoring an Essay and Artwork Contest for fourth grade students. This contest is held annually, and the theme this year is RESPONSIBILITY, one of the Six Pillars of Character. Students are to write an essay and create a hand drawn picture.

This FCE nationwide contest provides an opportunity for students to improve literacy skills and develop ethical values. The contest is open to any fourth grade-level student attending public, private, or home school.

The contest runs from _____ through _____. For complete information please contact,

_____ at (_____) _____
FCE Contest Chairman Phone Number

Mail or fax your release 10 days in advance of the release date.

Date: _____



2021 National Essay and Artwork Contest
Based on CHARACTER COUNTS![®]
Character Value: **RESPONSIBILITY**

WEBSITE PERMISSION

Please check one of the following:

_____ I give permission to National FCE to place my child's Essay and Artwork submission on National FCE's website, www.nafce.org. National FCE will only use my child's first name and the state we live in, also if my child signed their original Essay and Artwork, I give National FCE permission to alter it so that only his/her first name will show.

_____ I do not give permission for National FCE to place my child's Essay and Artwork submission on National FCE's website, www.nafce.org.

Parent's Signature

Send this completed form to: NAFCE Headquarters
73 Cavalier Blvd. Suite 106
Florence, KY 41042



2021 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **RESPONSIBILITY**

JUDGING INSTRUCTIONS

Dear Judge,

On behalf of the National Association Family & Community Education, we thank you for being an important part of our literacy project. It would not be a success without the time you so graciously give. If at any time during the judging process you need assistance or have questions, please feel free to contact me.

GENERAL INSTRUCTIONS:

A judging sheet has been provided. The theme of the essay and hand drawn picture is **RESPONSIBILITY**. After scoring the entries, please attach the judging sheet to both the story and the drawing with a paper clip – please do not staple. First, second, and third place winners are to be selected. After judging and selecting the winners, please notify your local FCE representative to pick up the entries and judging sheets. **DO NOT NOTIFY THE WINNER.** The state or county will make an announcement and present the award.

THE CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include a short story and a hand drawn picture. Use #2 lead pencil for both.

Do not color the picture.

Do not fold the picture.

Essay and picture should reflect the characteristics of **RESPONSIBILITY**.

For drawings, use unlined, white paper approximately 8 ½ x 11.

For essays, use lined, white paper approximately 8 ½ x 11. The essay should be a minimum of 50 words.

3. Students should write their name, date, his or her teacher’s name, and the name of the school, or homes schooled, on the back of the picture and at the bottom of the essay.

We ask that you do not write or mark on the entries as it may be judged at a higher level.

Again, we thank you for your time.

Sincerely,

Name _____

Phone Number _____

Address _____ City _____ State _____



2021 National Essay and Artwork Contest
Based on CHARACTER COUNTS!®
Character Value: **RESPONSIBILITY**

JUDGING SHEET

Name of Student:

DRAWING

Message (10 points)

Creativity (10 points)

Execution (10 points)

ESSAY

Ideas (20 points)

Organization (8 points)

Voice (8 points)

Word Choice (8 points)

Sentence Fluency (8 points)

Conventions (8 points)

PRESENTATION (drawing & essay) (10 points)

(100 pts possible)**TOTAL SCORE**

Judged by:

Date:

Trait Definitions

The 6+1 Trait Model of Instruction and Assessment comprises 6+1 key qualities that define quality writing. These are:

Ideas--the main message

Organization-- the internal structure of the piece

Voice--the personal tone and flavor of the author's message

Word Choice-- the vocabulary a writer chooses to convey meaning

Sentence Fluency-- the rhythm and flow of the language

Conventions--the mechanical corrections

Presentation--how the writing actually looks on the page

COUNTY COUNCIL INFORMATION SHEET

(Due: October 1)

The County Council Secretaries are to complete this form with the names, addresses, phone numbers, and e-mail addresses (if available) for your 2021 County Council Officers. Please mail or email (an electronic version will be available) to: **Becky Phillips**, 880 Lawson Mill Drive, McMinnville, TN 37110. Phone: (931) 212-1644 (cell) E-mail: rsbp74@gmail.com.

County: _____

	Name	Address: Street, City State, & Zip code	Contact: Phone # and area code	E-mail Address (if available)
President				
President— Elect or Past President				
VP for Programs				
VP for Public Policy				
Secretary				
Treasurer				
Educational Chairperson (s)				

TAFCE
Tennessee Association of Family & Community Education

Creative Writing Program

RULES for TAFCE Creative Writing Program

1. Must be written by a TAFCE DUES PAYING MEMBER WHO IS NOT A PROFESSIONAL WRITER. (This means that he/she does not receive compensation for their articles.)
2. Entries must not exceed 1,000 words. **(No Illustrations allowed. Entry will be disqualified if this rule is not followed)**
3. Entries must be legibly handwritten in black ink or typed with black ink in a font size of 12 or 14 on white paper.
4. Include writer's name, address, phone number, county, region and category on a cover sheet. On the last page, include your name, county and region in small letters.
5. Deadline for submitting entries is at the end of this form.
6. Those judged first and second place in each category in the region would be sent to the state for competition and compiled in a booklet. The state will award to first place winners in each category \$10.00 and a booklet. A booklet will be awarded to second place winners in each category.
7. Entries will not be returned.

CATEGORIES

1. Poetry: any style
 2. Essays: any subject or person
 3. Short Stories
 4. Children's Stories: **(No Illustrations to be submitted)**
 5. Feature Article/News Article: can be club report publication. Only original article will be accepted (no copies). Cut out NAME and DATE of publication and send with article.
 6. Miscellaneous: any entry that does not fit into above categories.
- TAFCE Members May Submit Entries in Any or All Categories

Scoring Criteria	Points
Introduction: Gets attention, indicates direction, etc Well organized	20
Body: Well organized	
Conclusion: Ends with a purpose, summarizes, etc.	
Creativity / Originality	50
Results Effect on the reader	30
TOTAL	100

Region Due Date: June 1, 2020
 To Region Greta Kirby

State Due Date: August 1st
 State Chairperson Gloria Holcomb

(Revised August, 2017)

Fce

Tennessee Association for Family & Community Education
TAFCE CREDENTIAL FORM

Name _____

(Must be a paid TAFCE member)

Street Address _____

City _____ State _____ Zip _____

Phone _____ Region _____

County _____

PERSON LISTED ABOVE IS:

County Council President

Approved Alternate Voting Delegate

THE PERSON LISTED ABOVE IS THE OFFICIAL VOTING DELEGATE FOR

_____ COUNTY FOR THE _____ TAFCE

BUSINESS MEETING ON _____

SIGNED: _____

(County Council Officer)

DATE: _____

SEND THIS CREDENTIAL FORM TO THE STATE TREASURER BEFORE

_____ (date).

_____ State Treasurer

_____ Street Address

_____ City, State, Zip

_____ Phone

_____ Email

TAFCE Cultural Arts Exhibit Categories

#	Category Description	Comments
1	Basketry	Any Materials
2	Beadwork	Jewelry, clothing, any other
3	Ceramics	
4	Chairs & Stools	Woven or caned
5	Crochet: Thread	
6	Crochet: Yarn	
7	Cross Stitch-Counted	Not Machine Cross-Stitch
8	Cross Stitched-Other	Not Machine Cross-Stitch
9	Decorative Painting	Tole, china painting, textile painting, stenciling, any other
10	Dolls	Any type (No Kits)
11	Embroidery-Hand	All Type including Brazilian, ribbon, crewel- all hand work
12	Embroidery-Machine	All, including machine cross stitch
13	Fine Arts Painting-Acrylics	
14	Fine Arts Painting-Drawings & Charcoal	
15	Fine Arts Painting-Pastels	
16	Fine Arts Painting-Oil	
17	Fine Arts Painting-Watercolor	
18	Handcrafted Toy	Any Material
19	Hand Stitching	Hardanger, Cutwork, Smocking, Applique
20	Holiday Decoration-Christmas	Christmas only
21	Holiday Decoration-Non-Christmas	Any other than Christmas
22	Jewelry-Non-Beaded	
23	Knitting-Hand	
24	Knitting-Machine	
25	Needlepoint	Any Type Canvas
26	Paper Crafts	
27	Photography-Black & White: Person	Individuals, Groups
28	Photography-Black & White: Place	Landscape, scenery
29	Photography-Black & White: Other	Animals, insect, flowers, etc
30	Photography-Color: Person	Individuals, Groups
31	Photography-Color: Place	Landscapes, scenery
32	Photography-Color: All Other	Animals, insects, flowers, etc
33	Pottery	
34	Quilts: Applique & Cathedral Window	All work of member
35	Quilts: Baby & Lap	All work of member
36	Quilts: Embroidered – Hand	All work of member
37	Quilts: Embroidered – Machine	All work of member
38	Quilts: Hand-Pieced & Hand Quilted	All work of member
39	Quilts: Machine-Pieced & Hand Quilted	All work of member
40	Quilts: Hand Pieced & Machine Quilted	All work of member
41	Quilts: Machine Pieced & Machine Quilted	All work of member

TAFCE Cultural Arts Exhibit Categories

42	Quilts: Hand or Machine Pieced & Professionally Quilted	All work of members EXCEPT quilting may be done by another FCE member or non-member, paid or free
43	Quilt: Pillow	All work of member
44	Quilt: Wall Hanging	All work of member
45	Quilt: Other	All work of member: includes clothing, pot holders, placemats, and rag-time quilts
46	Repurposing	Recycling material to create something new
47	Rug Making	Any type
48	Sculpture	Any Medium
49	Stained Glass	
50	Tatting	
51	Weaving – Hand	
52	Weaving – Loom	
53	Woodworking	
1 st & 2 nd Place Winners to Region By September 1st		1 st & 2 nd place Winners to State by October 1 st

Effective: January 2020

TAFCE Rules for Cultural Arts

- All first and second place winners from each Region may be exhibited. Two entries per category. No Substitution.
- An Individual may enter **only one item per category**.
- Articles must be entirely the work of the TAFCE member EXCEPT for Category #42.
- The art or craft must have been completed during the past year (since last competition).
- No doll kits or pre-printed (“cheater”) quilts will be accepted.
- All frameable items must be framed.
- Each member is responsible for arranging transportation for exhibits to and from the State conference site.
- Each Region must provide its own materials required to exhibit articles. **Tape and nails cannot be used on walls.** If items are best displayed hung, please provide a means of hanging.
- Entries will be exhibited by category.
- A ‘Viewer’s Choice’ award by popular vote will be presented.
- A list of Region winners should be sent to State Chair as soon as chosen.
- The Tennessee Association for Family and Community Education (TAFCE), its officers or members, or the University of Tennessee Extension staff will not be responsible for any lost, misplaced or damaged items. We do not anticipate any misfortunes, but this disclaimer must be clearly understood by all exhibitors.
- All exhibitors must be TAFCE members in good standing.

Effective: January 2020

FCE Cultural Arts Exhibit — Information Card

Important: This same card must stay with the Exhibit from County to Region to State

Year: _____ Club: _____

FCE Member: _____

Address: _____

City, State, Zip: _____

Phone: _____

Region: _____

County: _____

Fold Here

FCE Cultural Arts Exhibit — Information Card

Important: This same card must stay with the Exhibit from County to Region to State

Please be sure you use the latest Cultural Arts Category List when completing this form.

Category Number: _____

Category Name: _____

Item Description: _____

FCE Cultural Arts Exhibit — Information Card

Important: This same card must stay with the Exhibit from County to Region to State

Year: _____ Club: _____

FCE Member: _____

Address: _____

City, State, Zip: _____

Phone: _____

Region: _____

County: _____

Fold Here

FCE Cultural Arts Exhibit — Information Card

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Please be sure you use the latest Cultural Arts Category List when completing this form.

Category Number: _____

Category Name: _____

Item Description: _____

FCE Cultural Arts Exhibit — Information Card

Important: This same card must stay with the Exhibit from County to Region to State

Year: _____ Club: _____

FCE Member: _____

Address: _____

City, State, Zip: _____

Phone: _____

Region: _____

County: _____

Fold Here

FCE Cultural Arts Exhibit — Information Card

Important: This same card must stay with the Exhibit from County to Region to State

Please be sure you use the latest Cultural Arts Category List when completing this form.

Category Number: _____

Category Name: _____

Item Description: _____

County Reporting Form

Cultural Arts Winners

Entry Form Region: _____ Year: 20 _____

List your 1st and 2nd place winners only

1. Basketry: Any Material			1st Place	2nd Place
Name				
Address				
Phone				
County & Email				
Brief Description				
2. Beadwork: jewelry, clothing, any other				
Name				
Address				
Phone				
County & Email				
Brief Description				
3. Ceramics				
Name				
Address				
Phone				
County & Email				
Brief Description				
4. Chairs and Stools: woven or caned				
Name				
Address				
Phone				
County & Email				
Brief Description				
5. Crochet Thread				
Name				
Address				
Phone				
County & Email				
Brief Description				
6. Crochet Yarn				
Name				
Address				
Phone				
County & Email				
Brief Description				
7. Cross Stitched Counted				
Name				
Address				
Phone				
County & Email				
Brief Description				

8. Cross Stitched-Other		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			
9. Decorative Painting			
Name			
Address			
Phone			
County & Email			
Brief Description			
10. Dolls			
Name			
Address			
Phone			
County & Email			
Brief Description			
11. Embroidery: Hand			
Name			
Address			
Phone			
County & Email			
Brief Description			
12. Embroidery-Machine			
Name			
Address			
Phone			
County & Email			
Brief Description			
13. Fine Arts Painting: Acrylics			
Name			
Address			
Phone			
County & Email			
Brief Description			
14. Fine Arts Painting: Drawings & Charcoal			
Name			
Address			
Phone			
County & Email			
Brief Description			
15. Fine Arts Painting: Pastels		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			

16. Fine Art Painting: Oil		
Name		
Address		
Phone		
County & Email		
Brief Description		
17. Fine Arts Paintings: Watercolor		
Name		
Address		
Phone		
County & Email		
Brief Description		
18. Handcrafted Toy		
Name		
Address		
Phone		
County & Email		
Brief Description		
19. Hand Stitching		
Name		
Address		
Phone		
County & Email		
Brief Description		
20. Holiday Decoration: Christmas		
Name		
Address		
Phone		
County & Email		
Brief Description		
21. Holiday Decoration: Christmas		
Name		
Address		
Phone		
County & Email		
Brief Description		
22. Jewellery-Non-Beaded		
Name		
Address		
Phone		
County & Email		
Brief Description		
23. Knitting: Hand	1 st Place	2 nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		

24. Knitting: Machine		
Name		
Address		
Phone		
County & Email		
Brief Description		
25. Needlepoint		
Name		
Address		
Phone		
County & Email		
Brief Description		
26. Paper Crafts		
Name		
Address		
Phone		
County & Email		
Brief Description		
27. Photography- Black & White: Person		
Name		
Address		
Phone		
County & Email		
Brief Description		
28. Photography- Black & White: Place		
Name		
Address		
Phone		
County & Email		
Brief Description		
29. Photography- Black & White: All Other		
Name		
Address		
Phone		
County & Email		
Brief Description		
30. Photography-Color: Person		
Name		
Address		
Phone		
County & Email		
Brief Description		
31. Photography-Color: Place		
	1st Place	2nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		

32. Photography-Color: All Other		
Name		
Address		
Phone		
County & Email		
Brief Description		
33. Pottery		
Name		
Address		
Phone		
County & Email		
Brief Description		
34. Quilts: Applique & Cathedral Window		
Name		
Address		
Phone		
County & Email		
Brief Description		
35. Quilts: Baby and Lap		
Name		
Address		
Phone		
County & Email		
Brief Description		
36. Quilts: Embroidered-Hand		
Name		
Address		
Phone		
County & Email		
Brief Description		
37. Quilts: Embroidered-Machine		
Name		
Address		
Phone		
County & Email		
Brief Description		
38. Quilts: Hand Pieced & Hand Quilted		
Name		
Address		
Phone		
County & Email		
Brief Description		
39. Quilts: Machine Pieced & Hand Quilted		
	1 st Place	2 nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		

40. Quilts: Hand Pieced & Machine Quilted		
Name		
Address		
Phone		
County & Email		
Brief Description		
41. Quilts: Machine Pieced & Machine Quilted		
Name		
Address		
Phone		
County & Email		
Brief Description		
42. Quilts: Hand or Machine Pieced & Professionally Quilted		
Name		
Address		
Phone		
County & Email		
Brief Description		
43. Quilts: Pillow		
Name		
Address		
Phone		
County & Email		
Brief Description		
44. Quilts: Wall Hanging		
Name		
Address		
Phone		
County & Email		
Brief Description		
45. Quilt: Other		
Name		
Address		
Phone		
County & Email		
Brief Description		
46. Repurposing		
Name		
Address		
Phone		
County & Email		
Brief Description		
47. Rug Making		
	1st Place	2nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		

48. Sculpture		
Name		
Address		
Phone		
County & Email		
Brief Description		
49. Stained Glass		
Name		
Address		
Phone		
County & Email		
Brief Description		
50. Tatting		
Name		
Address		
Phone		
County & Email		
Brief Description		
51. Weaving: Hand		
Name		
Address		
Phone		
County & Email		
Brief Description		
52. Weaving: Loom		
Name		
Address		
Phone		
County & Email		
Brief Description		
53. Woodworking		
Name		
Address		
Phone		
County & Email		
Brief Description		

Effective: January 2020

CELEBRATE "THE DAY OF THE FAMILY"

Recognize a Family with a Special Card

MAY 15TH

TAFCE members can celebrate in an exciting project on May 15th each year. This is a chance for every member to participate in recognizing the importance of family.

Here is what YOU can do!

1. Each member may select a family of their choice and mail or hand deliver cards.
2. Clubs can get together and make cards or cards may be purchased.
3. A suggested card sample is as follows:

FRONT COVER:

Day of the Family
Your Family is special as can be.
So here's a wish from FCE

INSIDE LEFT:

May 15th is the Day of the Family
and we hope that you'll take time
to have a wonderful celebration with your family.

INSIDE RIGHT:

Here are some fun ways to spend time with your family:

- Have a picnic
- Play games
- Read a book together
- Nature Walk
- Bake cookies
- Play with your children or grandchildren
- Sit down to a meal together

BACK:

Made especially for you by _____

(This Project began in Tennessee May 15, 2003.)

FCE

Tennessee Association for Family and Community Education (TAFCE)

Dues and Membership Report

Date: _____

County: _____

This form is to be sent to the Central Region Treasurer along with a check for dues and membership lists no later than October 1, 2020.

Number of Clubs in the County _____

Number of Club Members in the County _____

A. Amount of dues paid @ \$4 per member (\$2 region,\$2 state) \$ _____

Number of NAFCE (National FCE members) in the county _____

[Attach the original (as no copies are accepted by NAFCE) of the 2021 NAFCE membership form for each member joining the National Association for Family and Community Education NAFCE]

Amount of NAFCE dues paid for Youth Membership—under 18 \$ _____

Amount of NAFCE dues paid Regular Membership \$ _____

Amount of NAFCE dues paid for Senior—over 80 years of age \$ _____

Amount of NAFCE dues paid for Family Membership \$ _____

B. Total amount NAFCE dues paid \$ _____

Total amount of check for dues enclosed (A +B) \$ _____

Send to Central Region Treasurer: Peggy Richmond
949 Bells Mill Road
Pelham, TN 37366
prichmond09@aol.com
609-413-7071

This form should accompany your list of members (2 copies) listed alphabetically and one check for total dues, payable to TAFCE Central Region.

(Revised 12/2019)

FAMILY AND COMMUNITY LEADERSHIP

What is FCL? Family and Community Leadership (FCL) is an educational program jointly sponsored by the Tennessee Association for Family and Community Education (TAFCE) and the University of Tennessee Extension. The program, initially funded partly by the W. K. Kellogg Foundation, offers leadership workshops to prepare participants for involvement in public policy, decision-making affecting families and communities.

Who can participate? Anyone who will make a commitment to work in the FCL program 12- 24 days for a year may participate. The program's primary audience is women.

Why is FCL special? FCL teaches skills with the purpose to increase leadership and involvement of women in community affairs. FCL's teamwork approach uses volunteers and Extension educators in all parts of the program, which includes decision-making, planning and management, teaching and evaluation.

How does it work? Participants in FCL are taught by peers. They practice skills related to citizen participation and learn to become teachers themselves. In this way, the effect of the program is multiplied.

What is taught? The basic FCL training program includes 30 hours of instruction in six areas: 1) Leadership and Communication; 2) Working with Groups; 3) Issue Analysis and Resolution; 4) Community Affairs and Public Policy; 5) Volunteerism; and 6) Teaching Methods.

What are the goals of FCL? Education: to understand the complexities of the public issues and how to solve public problems; to become competent in management and decision-making skills. Participation: to involve women who have learned to lead effectively in public affairs on family-related issues. Organization: to develop resources within TAFCE, UT Extension and others, which support leaders and groups.

How is FCL funded? The W.K. Kellogg Foundation provided initial capital which supplemented TAFCE and UT Extension to establish the Tennessee FCL program. TAFCE and UT Extension provide funding and in-kind support for the current training session. There is also a nominal participant fee.

What are the main elements of FCL? A team approach which links volunteers, TAFCE members and UT Extension educators in the management of project policy, implementation, teaching and evaluation.

A curriculum developed from disciplines currently incorporated in Family and Consumer Sciences and Community Resource Development programs.

A process of public policy involvement and training on family issues for family members, targeting women as the primary audience.

A process based on sharing resource materials and expertise across county lines to strengthen the program.

A curriculum based on leadership to increase involvement in community affairs.

A process that teaches participants to become teachers and mentors of adults as they gain skill and experience.

A negotiated time commitment by training recipients to work in the FCL program as a trainer, organizer or FCE board member in return for training received.

TAFCE Central Region Family and Community Leader Training Scholarship Application

This application is to be completed by a current Central Region FCE member, being a member for at least two (2) years, who is interested in attending the Family and Community Leadership (FCL) Training. This scholarship is provided by the Central Region Board to educate and train members to become active leaders in their local FCE club, FCE county council, and regional board. It is the expectation of the member upon completion of the training to return to their club, county and/or region and serve in a leadership role. You must attend two sessions for a total of thirty (30) hours to complete the training. There are six (6) scholarships available for each session per region. Sessions take place in the Spring (April) and in the Fall (August). You may begin your training in either session. Central Region Board members are given first choice for the scholarships. After Board Members, the scholarship application is available to qualified members on a first come, first serve basis (one participant per county).

To complete your application, fill out the form and attach a check in the amount of \$110 made payable to TAFCE Central Region. You will only complete this application one time for both sessions. Due to untimely circumstances, you may apply for an exception to attend the second session within one year of the first session. Your \$110 deposit will be reimbursed after completion of your second session. If a member is awarded a scholarship and does not attend both sessions, the \$110 deposit will be forfeited.

Name: _____

Address: _____

Phone No: _____ Email: _____

County: _____

Number of years in FCE: _____ Are you a Central Region Board Member? Please check Yes No

Why are you interested in attending FCL Training? _____

Offices held within FCE: _____

FCE activities: _____

Other Community Involvement: _____

When do you plan on attending your first session?

Spring _____ Second Session will be in the Fall of the same year _____

Fall _____ Second Session will be in the Spring of the following year _____

Please obtain the signature of your county council President or designated officer on this application.

(Mail application and deposit to VP for Public Policy, Wendy Drumm. (Upon receipt of the application and approval from State VP for Public Policy, the deposit of \$110 will be sent to the Regional Treasurer along with a copy of the approved application. The Treasurer will deposit the \$110 FCL payment into the Region bank account; the check will not be held. Upon successful completion of the second session by the participant, the Region VP for Public Policy will request, in writing, to the Treasurer the reimbursement of the \$110 deposit to the participant.)

Signature of Applicant _____ Date _____

Signature of County Council President/Officer _____ Date _____

(Revised 09/2018)

Family Community Leadership 60 hour FCL Trainer Certification

After you receive your FCL Leader Certificate, you may apply for national certification as an FCL Trainer. This requires 60 hours total in the application of leadership skills. Actual teaching/training situations require 20 or more hours. This could be 20 one-hour presentations or 40 half-hour presentations. Remember, an integral part of teaching/training under FCL criteria is the FCL model of team-teaching.

To document the necessary hours of applied FCL skills, list:

- A. TEAM TEACHING: topics taught, where, dates, length of presentation totaling 20 hours.
- B. COMMUNITY: action, type, where, dates and length of time totaling 20 hours.
- C. PUBLIC POLICY: action taken, where, dates and length of time totaling 20 hours.

Fill out the Application for National Certification as a Family Community Leadership Trainer Application. Have it signed by the State FCE President and/or State FCL Coordinator.

Send to National FCE Headquarters to receive your Family Community Leadership Trainer Certificate. Application for certification can be obtained from our website or by contacting National FCE Headquarters.

Some suggestions on how to get your 60 hour training

1. Serve on a non-profit board
2. Attend a City Council meeting
3. Attend a state legislative meeting
4. Write a letter to the editor of newspaper
5. Write to your representative or senator
6. Organize and perform a community service project
7. Organize and facilitate an issue forum
8. Organize and facilitate a successful fundraiser
9. Meet face-to-face with mayor or city government to discuss important issue (to you)
10. Spotlight your media skills by documenting (showcasing) your work with various outlets
11. Run for an elected office
12. Help in a campaign for someone running for office

These suggestions need to be verified by date, location and signatures of Boards/Mayors; newspaper clippings of events/projects or copies of letters.

<https://www.nafce.org/family-community-leadership>

**FAMILY COMMUNITY LEADERSHIP
APPLICATION FOR NATIONAL TRAINER CERTIFICATION**

To receive a certificate and official name badge provide a summary of the 60 hours of applied FCL leadership skills in the spaces below. Use additional pages, if necessary.

a) TOPICS TAUGHT: Where, when (dates), length of presentation, to total 20 hours or more

b) COMMUNITY ACTION TAKEN: Where, when (dates), length of time, to total 20 hours or more

c) PUBLIC POLICY ACTION TAKEN: Where, when (dates), length of time to total 20 hours or more

d) OTHER ACTIVITIES WHERE FCL LEADERSHIP SKILLS WERE APPLIED.

Name of applicant _____

Address/city/state/zip _____

Telephone/Fax/Email _____

TAFCE President

TAFCE FASHION REVUE

First and second place winners in each category are due to the Education Chair (see current year due dates) for competition and judging. **First and Second Place Winners at the Region Contest are eligible for the TAFCE State Fashion Revue Contest.**

CATEGORIES

Constructed Items

1. Suit, dressy ensemble, or better dress
2. Jacket, blazer or coat
3. Casual and active wear
4. Children's casual and better wear (ages 12 or under)
5. Teen's casual and better wear (ages 13 - 18)
6. Sewing for an adult (over 18)
7. Recycled garment (utilizing used materials)
8. Wardrobe accessory (belt; tote bag; handbag; scarf; vest; hat; etc.)
9. Decorative Sweat wear (sweatshirt; sweatshirt jacket, etc.)

Purchased Items

10. My Best Fashion Purchase: Casual Wear
11. My Best Fashion Purchase: Better Dress

GUIDELINES

Sewing Skills

1. The participant **MUST** be a TAFCE member in good standing.
2. The garment must have been made within the last year.
3. Garments can be *Worn* or displayed on a hanger.
4. All work must be entirely of the TAFCE member.
5. Regional winners are responsible for arranging transportation for the item to TAFCE State Conference.
6. The judges are encouraged to use these criteria for judging:
 - a) Construction
 - b) Suitability of fabrics, using the TAFCE score card

Buying Skills

1. The participant **MUST** be a TAFCE member in good standing.
2. The garment must have been purchased within the last year.
3. The judges are encouraged to use these criteria for judging:
 - a) Construction
 - b) Suitability of fabric
 - c) Quality of fabric, using TAFCE score card, where applicable

Revised August 2018

Effective as State Program: 2006

TAFCE Fashion Revue Judging Scoresheet

I. Constructed Garments: Categories 1-9

Excellent Good Fair

Construction

Suitability of Fabric and Color

Quality of Fabric

Age Appropriate

Cost Value (Original) \$

Cost Savings (Reduced Price) \$

Benefit of Adding Garment to Wardrobe

Seasonal

Occasional

Year Around

Notes:

II. Purchased Items: Categories 10 & 11

Excellent Good Fair

Suitability of Fabric and Color

Age Appropriate

Cost Value (Original) \$

Cost Savings (Reduced Price) \$

Benefit of Adding Garment to Wardrobe

Seasonal

Occasional

Year Around

Notes:

**TAFCE FASHION REVUE
PERSONAL DATA SHEET**

The information on this form is used to assist with preplanning the Fashion Revue. It is important to **complete all sections. PLEASE PRINT YOUR INFORMATION.**

Name: _____ County: _____ Region: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Category: _____

Attach a photograph of the outfit you will enter (pattern envelope illustration or sketch is acceptable).

FCE Club: _____

What did you learn making this outfit:

List Interesting, humorous or educational experiences you had in creating, wearing, or finding this outfit or accessory: _____

Sewn Outfit or Accessories

Pattern Number: _____

Cost of fabric, pattern, etc.: _____

Estimated cost if purchased ready-made: \$ _____

Estimated Savings: \$ _____

Purchased outfit/accessories (new/used):

Cost: \$ _____

Estimated "original" cost: \$ _____

Estimated Savings: \$ _____

Write a suggested script for your outfit. Describe the fashion details of your outfit. Refer to the description on the pattern envelope. Be informative, but keep the description lively and fun by using active words:

Revised August 2018

Fashion Revue Winners Entry Form

County: Region: Year:

List your 1st and 2nd place winners only.

	1st Place	2nd Place
1. Suit, dressy ensemble, or better dress		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
2. Jacket, blazer or coat		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
3. Casual and active wear		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
4. Children's casual and better wear (ages 12 and under)		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
5. Teen's casual and better wear (ages 13-18)		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		

6. Sewing for an adult (over 18)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

7. Recycled garment (utilizing used materials)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

8. Wardrobe accessory (belt; tote bag; handbag; scarf; vest; hat; etc.)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

9. Decorative Sweat wear (sweatshirt; sweatshirt jacket, etc.)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

10. My Best Fashion Purchase: Casual Wear

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

11. My Best Fashion Purchase: Better Dress

Name		
Address		
City, State, Zip		
Phone		
County		

TAFCE
50 YEAR MEMBER APPLICATION FOR CERTIFICATE

NAME: _____
(Print or type EXACTLY as you want it to appear on certificate)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Contact Name _____ Phone: _____

REGION: _____ COUNTY: _____

CLUB: _____

YEARS OF MEMBERSHIP: _____ YEAR FIRST JOINED: _____

HIGHLIGHTS OF MEMBERSHIP:

SIGNATURE _____

County Due Date: _____ Counties send directly to State VP for Programs Pam Sites by
July 1st

(Revised 2011)

HEART OF FCE AWARD GUIDELINES



Objective:

To pay special tribute to the unsung *grassroots members who have made a difference in their communities through their FCE work.

Criteria:

1. Must be a grassroots member nominated by his/her peers.
2. Must be verified current member of National FCE to be nominated.
3. Photo must accompany the form.
4. State FCE president must sign form of state winner for the Heart of FCE Award.

Selection Process:

1. Heart of FCE Award form is available from the State FCE President, the National FCE Headquarters, or by enlarging the page in the NAFCE Handbook.
2. Counties choose a nominee for the Heart of FCE Award. Individual efforts, projects and results, or other contributions made by nominee for FCE need to be included on the nomination form. Form and recent photo are sent to region FCE Association.
3. Region FCE Association selects the Heart of FCE Award winner and forwards the winner's form and photo to the state FCE Association.
4. State FCE Association selects the Heart of FCE Award winner, the state president signs form and forwards the form and photo to the National Chair for the year, post-marked not later than March 1.
5. National FCE will recognize one Heart of FCE Award winner per state at the National FCE Conference with a specially designed Heart of FCE pin.
6. Clubs, counties, regions and states are encouraged to recognize Heart of FCE nominees and award winners at their county, region or state meetings or in another appropriate manner with the Heart of FCE lapel pin. The lapel pin is a special design for use within the state and may be ordered from the National FCE Headquarters. Call toll free 877-712-4477 to order.

****grassroots member- someone not currently serving on the National, State, Region Board.***
(Reworded for Tennessee from 2005 NAFCE Handbook)

NAFCE HEART OF FCE

Due Date: See Below

Each state to submit **ONE** nominee

State send to NAFCE CHAIR:

Nomination Name:

Address:

Phone:

Club:

Please attach recent head photograph (2 x 2) of nominee (original photo requested)

Briefly describe reason for recommendation for the **Heart of FCE Award**. Please include individual effort, any project and results, and other contributions made by nominee while working in FCE. For publicity purposes, **limit the summary to 100 words or less.**

Name of person submitting:

Office/Title of Person:

Address:

Phone:

State President's signature: _____ (2005)

County Due Date

Region Due Date: February 1
to Region President

State Due Date: February 15th
to State President

KATE BAGNALL BOOK SCHOLARSHIP GUIDELINES

Central Region of Tennessee Association for Family and Community Education is offering a \$1000 book/class supply scholarship to two FCE members who desire to further his/her education. To apply, the following criteria must be met:

1. Applicant must be an active FCE member who is in good standing with the organization; and desires to further his/her education.
2. Applicant should be enrolled in a school of higher education leading to a certificate, diploma, or degree.
3. Applicant must maintain passing grades.
4. If applicant is currently enrolled in high school or college, a transcript is requested to accompany the application.
5. Applicant must be willing to be interviewed by the scholarship committee, if they so desire.

The scholarship recipient will be paid \$1000 to be used for the purchase of books and/or class supplies for enrolled classes. The scholarship committee must be notified of any change that would make you ineligible for the scholarship. If recipient should drop out of school without valid reason, the scholarship must be repaid. A recipient may reapply, but must have maintained a 2.5 G.P.A. to be eligible.

The recipient would receive the money in December, between the Fall and Spring semesters.

In order to apply you must fill out the attached application and send it along with a copy of your transcripts to the Central Region Vice President for Programs.

Deadline to apply: Postmarked by July 1 of current year.

KATE BAGNALL BOOK SCHOLARSHIP APPLICATION

Name of Applicant: _____

First

Middle

Last

Address: _____

Street

City

State

Zip

Telephone No. _____ County _____

High School _____

Street _____ City _____ State _____ Zip _____

Year of Graduation _____

College Choice _____

Street _____ City _____ State _____ Zip _____

Date of Birth: _____ Number in family living in your home _____

Marital Status _____ Ages of dependent children (if any) _____

Work Activities: Are you presently employed? _____

Where: _____

What type of work and how many hours per week? _____

FCE Activities

How many years as a member? _____ Where _____

List offices held/committee chairperson/leadership:

Local club _____

County _____

Region _____

State _____

Are you currently enrolled in a college or vocational school? _____

If so, Where? _____ No. of hours completed _____

KATE BAGNALL BOOK SCHOLARSHIP APPLICATION (Continued)

PLEASE ATTACH:

- 1. A one page essay describing in your own words and handwriting why you want to receive this scholarship and “where I see myself five (5) years into the future?”**
- 2. A copy of college transcript if you are previously enrolled in a college or vocational school.**

Signature of Applicant: _____

Date: _____

APPLICATIONS FOR THIS SCHOLARSHIP MUST BE POSTMARKED BY JULY 1 OF CURRENT YEAR.

**APPLICATION AND COPY OF TRANSCRIPTS SHOULD BE SENT TO:
CENTRAL REGION VICE PRESIDENT FOR PROGRAMS, Greta Kirby.**

2020 Central Region Leadership Retreat Class Registration

Please complete in entirety and print in INK

Name of Participant _____

Address _____

City, State, Zip Code _____

County _____ Phone _____

Email (Required)—May use agent's _____

Most class costs will include materials—check class descriptions. Select the classes you want to take. Check the class schedule for starting times (some classes are one or more hours long). Make certain that you list the correct day and time that you want to take the class. Your class schedule confirmations will be sent to your County FCS agent. Remember early registration secures your preferred class!

Wednesday, May 27 full-time/day/commuter participants

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Night Owl _____

Class # _____ Class Name _____ Cost \$ _____ Night Owl _____

Thursday, May 28 full-time/day/commuter participants

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Night Owl _____

Class # _____ Class Name _____ Cost \$ _____ Night Owl _____

Kit requests are for classes you want to take but cannot due to time restraints, or if you want an extra one to take home. Not all teachers will offer kits, so make certain to check class descriptions before ordering. Take Home Kit Requests:

Class # _____ Class Name _____ Cost \$ _____

Class # _____ Class Name _____ Cost \$ _____

Class # _____ Class Name _____ Cost \$ _____

Return registration and check made to “TAFCE Central Region” postmarked by April 15, 2020. A \$20 late fee will be assessed if postmarked after April 15, 2020. If you have questions, contact Karen Hughes at 317.397.6920 or FCE retreat @gmail.com. Send registration form to:

Karen Hughes (FCE Retreat)
15380 Dodson Branch Hwy.
Cookeville, TN 38501

(Revised 12/2019)

FULL-TIME PARTICIPANTS
2020 Central Region FCE Leadership Retreat Registration
May 27—29, 2020 (May 26 extra night)

Cost: \$125.00 Per FCE Member
Cost: \$135.00 Per Non FCE Member

Cost Extra Night: \$30.00 per FCE Member
Cost Extra Night: \$40.00 per Non FCE Member

COUNTY: _____

	Name	Amount Paid	Scholarship Recipient	Special Need /Handicap Room	Extra Night	Age if under 21	Health Forms
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Number of Full-Time Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms for every participant (FULL AND DAY) and ONE CHECK for total registration fees payable to CENTRAL REGION TAFCE – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Peggy Richmond, 949 Bells Mill Road, Pelham, TN 37366. Keep a copy of this form for your files. (You may want to bring a copy with you to retreat for comparison purposes.)

DUE DATE FOR COUNTY TREASURERS TO SEND TO REGION: _____ APRIL 15, 2020 _____.

ONE DAY / COMMUTER PARTICIPANTS

2020 Central Region FCE Leadership Retreat Registration Wednesday, May 27, 2020

Cost: \$30.00 Per FCE Member

Cost: \$40.00 Per Non FCE Member

COUNTY: _____

Name	Amount Paid	Scholarship Recipient	Age if under 21	Health Forms
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Number of One-Day Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms for every participant (FULL AND DAY) and ONE CHECK for total registration fees payable to CENTRAL REGION TAFCE – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Peggy Richmond, 949 Bells Mill Road, Pelham, TN 37366. Keep a copy of this form for your files. (You may want to bring a copy with you to retreat for comparison purposes.)

ONE DAY /COMMUTER PARTICIPANTS

**2020 Central Region FCE Leadership Retreat Registration
Thursday, May 28, 2020**

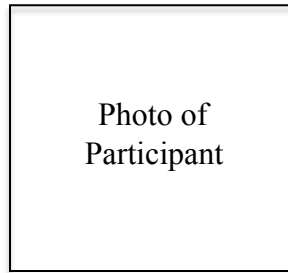
Cost: \$30.00 Per Person – FCE Member
Cost: \$40.00 Per Person – Non FCE Member

COUNTY: _____

No.	Name	Amount Paid	Scholarship Recipient	Age if under 21	Health Form
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Number of One-Day Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms for every participant (FULL AND DAY) and ONE CHECK for total registration fees payable to CENTRAL REGION TAFCE – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Peggy Richmond, 949 Bells Mill Road, Pelham, TN 37366. Keep a copy of this form for your files. (You may want to bring a copy with you to retreat for comparison purposes.)



Name _____

County _____

ADULT ACTIVITY AND EVENT ACCEPTANCE FORM

Volunteer or Paid Staff Member

The purpose of this form is to give you an opportunity to provide information concerning your health in case of an emergency. You must complete sections I, II and IV. Section III is optional. If under age 18, you should complete Form 600-A.

I. IDENTIFICATION

Name _____ Home Phone () _____
Last First MiddleDate of Birth _____ Sex Male FemaleHome Address _____
Street/P.O. Box City State ZIPEmergency Contact _____
NameAddress _____ Home Phone () _____
Street/P.O. Box City State ZIP

Relationship _____ Work Phone () _____

II. PUBLICITY RELEASE

As indicated by the signature below, I authorize the University of Tennessee, Tennessee State University, and the Tennessee 4-H Foundation to photograph, film, audio/video record and/or televise my image and voice, and biographical material, in whole or in part in any medium now known or developed in the future, without any restrictions.

Signature _____ Date _____

Date received in 4-H Center or county office _____

Name _____

County _____

III. HEALTH HISTORY AND MEDICAL RECORD

The information on this form will be provided to any health care providers in case of an emergency. This information will not be used to discriminate against a participant on the basis of any disability.

Name of Physician _____ Phone () _____

Medical/Hospital Insurance _____ Carrier _____ Policy of Group # _____

CHECK ALL THAT APPLY

Allergy to a medicine, food, plant, or insect toxin. Explain _____

Is participant allergic to the following drugs: Penicillin Sulfa Drugs Tetracycline Aspirin

List allergies to other drugs or allergens _____

Any condition that may require special care, diet or restriction of activities for medical reasons. Explain _____

Asthma Heart Trouble Nosebleeds Diabetes Convulsions Fainting Spells

Do you wear? Dentures Contact Lens Other (Explain) _____

Is any medication, including medication for behavior modification, being taken at the present time? Yes No

If yes, explain _____

Date of most recent examination _____

Are you aware of any current health problems? Yes No If yes, explain _____

Is there any disease, accident, illness or past/present history related to the following? (If yes, please give dates and full details.)

	No	Yes	Year		No	Yes	Year		No	Yes	Year
Serious Illness/Injury	<input type="checkbox"/>	<input type="checkbox"/>	_____	Appendicitis	<input type="checkbox"/>	<input type="checkbox"/>	_____	Rheumatic Fever	<input type="checkbox"/>	<input type="checkbox"/>	_____
Surgery	<input type="checkbox"/>	<input type="checkbox"/>	_____	Kidney Infection	<input type="checkbox"/>	<input type="checkbox"/>	_____	Blood	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ears/Eyes	<input type="checkbox"/>	<input type="checkbox"/>	_____	Back/Limbs/Joints	<input type="checkbox"/>	<input type="checkbox"/>	_____	Stomach	<input type="checkbox"/>	<input type="checkbox"/>	_____
Teeth/Tonsils	<input type="checkbox"/>	<input type="checkbox"/>	_____								

Immunizations	Last Yr. Given	Immunizations	Last Yr. Given	Have Had
Tetanus	_____	Measles	_____	<input type="checkbox"/> Measles
Diphtheria	_____	Mumps	_____	<input type="checkbox"/> Mumps
Polio	_____	Rubella	_____	<input type="checkbox"/> Rubella
Hepatitis (A, B or C)	_____	Varicella (Chicken Pox)	_____	<input type="checkbox"/> Chicken Pox
(circle one/any)				<input type="checkbox"/> Tuberculosis

IV. EMERGENCY MEDICAL RELEASE

In consideration of my participation in the 4-H activity or event, I provide the following release. I understand that a health problem or a medical emergency may develop that necessitates the administration of medical care, hospitalization or surgery. In the event of illness or injury, I hereby authorize the University of Tennessee, Tennessee State University, and its representative(s) or agents(s) to secure any necessary treatment, including the administration of anesthetics and surgery. I further give permission to the University of Tennessee, Tennessee State University, and its representative(s) or agent(s) to provide this medical history form to health care personnel. I authorize my physician, health care provider or any hospital to provide reasonable and necessary medical treatment or supplies. Either the original permission or a photostatic copy thereof is valid as an authorization.

I recognize that the event does not provide sickness or accident insurance coverage for participants. I accept responsibility for payments of those medical costs incurred for injuries or illnesses.

I have read this Release and Assumption of Risk Agreement and signed it on behalf of myself, my heirs, assigns and anyone entitled to act upon my behalf.

* Signed _____ Date _____
Volunteer or Paid Staff Member's Signature Month/Day/Year

*If for any reason you do not sign this, you must complete and sign Form 600-C.

TAFCE CENTRAL REGION LEADERSHIP RETREAT
May 27 – May 29, 2020
Tennessee Tech University, Cookeville, TN
Information Sheet

What is Retreat? Retreat is a newer term to replace camp, which was held in a more rustic location in the past. It is a time to “retreat” from your daily responsibilities and stresses – no cooking, no cleaning, no laundry! It is a season to grow friendships, both new and old; a time to invest in yourself as you select FCL/leadership classes, tours/ educational classes, and craft/cultural arts classes. Retreat includes speakers to expand our knowledge and understanding regarding relevant topics, and entertainment to cultivate joy in our lives. There are scheduled times for exercise, relaxation (puzzles/ games), and shopping at the “General Store” and at a “Silent Auction”.

Scholarships: The Mildred F. Clarke Scholarship is available for first timers (if you have never attended camp or retreat before), page 90-91. Star Scholarships are won at random at the previous year retreat, page 97.

Registration: Tuesday, May 26, registration time is **4:00 p.m.** for those spending an extra night at retreat. You may arrive earlier to check into your dorm. Wednesday, May 27 and Thursday, May 28 registration is from **8 a.m. to 9:30 a.m.** Look for the signs on campus for retreat dorm and registration!

What to bring: Completed Health Form F-600B with ID photo is required for all participants (day/commuter/overnight). We are staying in a dorm room for two people with an adjoining bathroom. Bring bed linens for a twin bed (extra-long), pillow, blanket, towels, wash cloth, soap/shampoo, toothpaste, toothbrush, deodorant, etc., a jacket/sweater, several changes of clothing (or layers) to accommodate the heat of summer and air-conditioned meeting rooms, umbrella, flashlight, and a camera to capture the fun! Remember to bring any classroom supplies not provided by teachers.

Silent Auction: Each county is encouraged to bring one or more theme baskets or quality items to be auctioned. The value is to be at least \$20. Please bring items to the auction room during “open” hours. Proceeds from this auction are designated to the Mildred Clarke Scholarship Fund. The intent of this annual auction is to fund future scholarships.

General Store: In 2020 we will offer a “Boutique” store for \$5 items and a “Bargain Basement” Store for \$1 items. Participants are encouraged to donate gently worn clothing, books, games, decorations, craft supplies, garden items etc. in good working order and to shop for treasures! Please bring items to the general store during “open” hours. Proceeds from the General Store are used for the Star Scholarship. Five names will be chosen at random for Star Scholarships to be used the following year. All participants (full and one day) are eligible and winners need not be present to win.
Come “Grow with FCE” at 2020 Retreat at TTU in Cookeville, TN

Leadership Retreat Instructor Form 2020

Marketable Skills and Learning Session Classes

Marketable Skill Craft Class _____ Learning Session Class _____ Thurs. Walk-In _____

Instructor Name _____ Phone (_____) _____

Street Address _____

City _____ State _____ Zip _____ County _____

Email **REQUIRED:** May use agent's _____

Check **ONE:** Agent _____ FCE Member _____ Non-FCE Member _____

Craft Class to be taught: _____ Cost: _____

Learning Session to be taught: _____ FCL Class **Yes or No**

Alternate Teacher **RECOMMENDED:** _____

Hours needed to complete craft or session: **Circle One** 15-minute 1hr 2hr 4hr

Number of persons per class _____ Number of classes I will teach _____

Please **CIRCLE** if class is for: **BEGINNERS** **ADVANCED** **EITHER**

Can participants drop in to begin their project at any time during class? **Yes or No**

List all supplies the participant will need to furnish (scissors, needles, pins, etc.) _____

Will you have "Take Home Kits" furnishing all supplies? **Yes or No** Cost of Kit? _____

Check the day(s) and approximate time(s) you will teach your class(es):

Wed., May 29 9:00-10am _____ 10:15-11:15am _____ 3:30-4:30pm _____ Night Owl _____

Thurs., May 30 8:30-10:10am _____ 10:15-11:15am _____ 3:30-4:30pm _____ Night Owl _____

Please **CIRCLE** any of the following that you need for your craft or learning session:

Tables - How many? _____ **Chairs** **Water Faucet** **Electricity**

Any other requirements: _____

You **MUST** include a short class description on a separate sheet of paper.

Please return this form **No later than Friday, February 14th, 2020** to:

Karen Hughes, 15380 Dodson Branch Hwy, Cookeville TN 38501

Send a digital picture of completed craft to: FCERetreat@gmail.com

Contact Karen Hughes if necessary at above email or 317-397-6920 (cell)

**TAFCE CENTRAL REGION LEADERSHIP RETREAT
INDIVIDUAL REGISTRATION FORM
Tennessee Tech University, Cookeville, Tennessee
May 27-29, 2020**

PLEASE TYPE OR PRINT CLEARLY

Extension Agent: Yes or No

Name: _____ Street Address: _____

City: _____ State and Zip: _____ Phone: _____

County: _____ Email: _____

Emergency Contact: _____ Relationship: _____ Phone: _____

*Have you ever received the Mildred F. Clarke Scholarship? _____

I will attend the 2020 Central Region Leadership Retreat as indicated below:

	TAFCE Member/Agent	Non-Member
_____ All inclusive, 3 day/2 night Retreat	\$125	\$135
_____ Extra night lodging Tuesday, May 26 (includes dinner on Tues. & breakfast Wed.)	\$30	\$ 40
_____ Day/Commuter participant Wed. May 27 (includes lunch and dinner)	\$30	\$ 40
_____ Day/Commuter participant Thurs. May 28 (includes lunch and dinner)	\$30	\$40
_____ Handicap accessible room request		
_____ Late Fee if postmarked after April 15	\$20	\$20
TOTAL:	_____	_____

Roommate Request: (2 per room) Name: _____ County: _____

Send this form to your county treasurer or contact person in your county by county due date below:

County Due Date: _____

County Treasurers: Please send this form along with the full and day participant sheets and one check, plus an additional check for the scholarship winner in your county (if applicable).

To: Central Region Treasurer, Peggy Richmond, 949 Bells Mill Road, Pelham, TN 37366. **Forms must be postmarked by April 15, 2020. Late fee assessed after April 15.** No refunds are allowed, however, retreat registrations can be transferred. Please contact Peggy Richmond to transfer your registration.

Every participant must bring a completed Adult Health Form (F-600B) to Retreat.

TAFCE CENTRAL REGION
MILDRED F. CLARKE LEADERSHIP SCHOLARSHIP
GUIDELINES

The TAFCE Central Region Council offers the Mildred F. Clarke Leadership Scholarship to each of the 31 counties in the Central Region.

The recipients will receive registration, meals and lodging at the annual Central Region Leadership Retreat.

The Scholarship recipients shall be chosen by their County Council, with advice from the Extension Family and Consumer Sciences Agent.

Should any county not have a qualified applicant for a full time scholarship in any year, they may use their scholarship that year for two (2) one-day only scholarships. If a county has no qualified applicants for either scholarship, they will forfeit their scholarship for that year.

The applicant must complete the official form on the front of this sheet.

Forms must be complete, including all required signatures, and in the possession of the Region Treasurer by the deadline for Retreat Registration.

A check for the total amount of retreat fees must be attached. This check will be held until the scholarship winner attends the retreat, at which time it will be returned to her/him uncashed. If in the event that the scholarship winner does not attend retreat, then the check will be cashed.

Each applicant must meet ALL of the following requirements:

1. Must be an active TAFCE Member.
2. Must never have attended a Central District/Region Leadership Retreat as a full-time participant if applying for full-time scholarship, or never attended a one-day retreat if applying for one-day scholarship.
3. Applicant must be willing to return to their County and share whatever information obtained at Leadership retreat with other members in whatever way determined by their County Council.

MILDRED F. CLARKE LEADERSHIP SCHOLARSHIP
APPLICATION FORM:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ County: _____

Local FCE Club: _____

Years of FCE Membership: _____

Leadership Positions Held:

Club: _____

County: _____

Region _____

State _____

Please state why you would like to receive this scholarship: _____

I am applying for: Full time scholarship _____

One-day scholarship _____

I have completed this application to the best of my ability and do promise that all information herein is true. If I receive this scholarship I agree to abide by the requirements governing this scholarship (On reverse side of this sheet.)

Signature: _____

Date: _____

THIS APPLICATION SHOULD BE FILLED OUT BY THE APPLICANT AND SUBMITTED TO YOUR COUNTY TREASURER WITH YOUR CHECK AND REGISTRATION FOR RETREAT. YOUR COUNTY WILL DETERMINE YOUR ELIGIBILITY FOR THE SCHOLARSHIP AND THEY WILL SUBMIT THIS FORM WITH YOUR CHECK AND REGISTRATION TO THE REGION. YOUR CHECK WILL BE RETURNED WHEN YOU ATTEND RETREAT.

_____ County does hereby recommend this applicant as the recipient of the Mildred F. Clarke Leadership Scholarship.

County Council President: _____

CENTRAL REGION OFFICER NOMINATION FORM

Name: _____ County: _____

Address: _____

Phone: _____ E-Mail Address: _____

FCE Club Member: _____ Number of Years: _____

Offices Held: Local: _____

County: _____

Region: _____

State: _____

FCE Club Committees served on: _____

FCE Awards and Recognition: _____

Community Involvement: (Example: church, civic, school, etc.) _____

FCE Leadership experiences and examples of positive participation in Community affairs:
(Example: fairs, charity, drives, etc.) _____

(FCE member's name) _____ is nominated by _____ for (office)

_____ for one term.

If elected to a Region office, I will carry out all duties to the best of my ability.

Date: _____

Signature: _____

(If additional space is needed, attach plain sheet of paper). DEADLINE: POSTMARKED

NO LATER THAN: JULY 1 OF CURRENT YEAR TO: Central Region Vice President for
Programs, Greta Kirby

STATE OFFICER NOMINATION FORM

NAME _____ COUNTY _____

ADDRESS _____
PHONE NUMBER _____

FCE CLUB MEMBER _____ NO. OF YEARS _____

OFFICES HELD IN CLUB _____
COUNTY _____
REGION _____
STATE _____
NATIONAL _____

FCE COMMITTEES SERVED ON _____

FCE AWARDS & RECOGNITIONS _____

COMMUNITY INVOLVEMENT (Example: Church, Civic, School) _____

FCE LEADERSHIP EXPERIENCE & EXAMPLES OF POSITIVE PARTICIPATION IN
COMMUNITY AFFAIRS (Example: Fairs, Charity Drives, etc.) _____

_____ FROM _____ REGION IS NOMINATED FOR
FCE member name

_____ FOR ONE TERM.
State Office

NOMINATED BY: _____ DATE _____
Signature

IF ELECTED TO A STATE OFFICE, I WILL CARRY OUT ALL DUTIES TO THE
BEST OF MY ABILITY.

SIGNATURE: _____ DATE _____

(If additional space is needed, attach plain sheet(s) of paper with information.)

RETURN TO THE STATE VICE PRESIDENT FOR PROGRAMS:
DEADLINE-POSTMARKED BY AUGUST 1st.

Revised January 2008



**STATE OF TENNESSEE
DEPARTMENT OF REVENUE**

CHARLENE BUDD
TENNESSEE ASSOCIATION FOR FAMILY &
COMM. EDUC
14055 COLUMBIA HWY
LYNNVILLE TN 38472-5235

Effective Date: July 1, 2019
Expiration Date: June 30, 2023
Account No: 1000155097-SLC
Exemption No: 522513408
Facility Address:
123 MORGAN HALL
KNOXVILLE TN 37901

**Exempt Organizations or Institutions
Sales and Use Tax Certificate of Exemption**

This organization or institution qualifies for the authority to make sales and use tax exempt purchases of goods and services that it will use, consume or give away.

This authorization for exemption is limited to sales made directly to the referenced organization. This exemption certificate may not be used for sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the organization, and he or she will be reimbursed for the purchase. Sellers must refuse to accept the certificate when the sale is made to someone other than the organization.

This exemption certificate may not be used to make purchases without the payment of sales and use tax for other locations and may not be transferred to or used by any other person.

Seller's Name

Seller's Address (City & State)

I, _____, as an authorized representative of the taxpayer named above, affirm that the purchases qualify for the exemption and will be used at the location of the facility address referenced above. Under penalty of perjury, I affirm this to be a true and correct statement.

Print Name of Authorized Representative

Signature of Authorized Representative

Date

The supplier must maintain a copy of this document as evidence of the sales tax exemption.



National Association for Family and Community Education

Family Community Leadership Spirit of FCL Award

Purpose and Qualifications for Award: One of the hallmarks of the FCL program is to assist members of a community in taking control of their lives and changing the world for the better. The application of this goal is demonstrated when an FCL trained individual (or team of individuals) assists a community group in actually bringing about the change. In order for that to happen, there must be education and leadership. But the award is given to someone who has the FCL training and has provided education and leadership to a community group beyond the membership of FCE. The result is the empowerment of that community group and the actions taken by it. The nomination form must clearly indicate the community action as well as the involvement of the nominee(s).

Eligibility: This award is sponsored by the National Association for Family and Community Education and was developed with W. K. Kellogg Foundation funds. Any individual/team who has completed 30 hours of Family Community Leadership training is eligible except National Board members who are not eligible while serving on the National Board and one year following their service. Individuals/teams nominated in previous years are eligible to be nominated again. Nominated individual(s) must have the completed/worked on their actions within the past three years.

Procedure: There may be one nomination per state. The individual or team is to be nominated through a state FCE organization, though they need not be members of FCE to receive the award. Please complete this form and enclose the supplemental information. Make copies for your records and **mail the original with photo** to National FCE Headquarters. (Address on application form)

SPIRIT OF FCL AWARD
Nomination Form

State: _____ Type of Nomination: Individual ____ Team ____

Nominee(s) Name, Address, Phone, Fax, and Email:

Where and when did nominee(s) receive FCL Leader or Trainer training?

The nomination form **must** include the following information, identified by section

Checklist of Enclosures:

Success in Community Action. Describe:

- ____ What did nominee do? What was their specific role? What did the community group (if any) do?
- ____ Did the nominee provide education and leadership that they learned thru their FCL training in working toward this change? How? Effect?
- ____ What was the final outcome of the proposed change? How many people were reached or changed?
- ____ 100 Word Summary

Enclose:

- ____ Letters from those who have been empowered by the nominee (related to this action).
- ____ Letters from those who can discuss how the community benefited from nominees' contribution (related to groups or individuals involved in the projects).
- ____ Letter of support from State FCE Board (where such exists).
- ____ Photo of nominee(s) (head and shoulders photo - 2x2) for news article and FCE TODAY.

Recommended, but not required:

- ____ Other items deemed important to the selection of the nominee(s) such as newspaper clippings, actual items produced or materials developed.

Nomination submitted by: Signature, Address, Phone & Email:

State FCE President

Name _____

Address _____

City, State _____

Zip Code _____

Phone _____

Deadline: Postmarked by April 15

Submit to: National FCE Headquarters along with photo.

GUIDELINES FOR STAR SCHOLARSHIP

1. Number of scholarships given will be no more than FIVE (5) per year with the money raised at retreat during the current year. Names will be drawn on the last day of retreat.
2. The scholarship may be transferable within the county. Recipient will be responsible for scholarship disbursement.
3. If scholarship does transfer, recipient must notify the Region and County Treasurers and transfer the certificate to the new recipient.
4. The Star Scholarship must be used the following year after being awarded.
5. Any FCE member attending retreat is eligible to win this scholarship, whether they attend retreat full-time or one day only. There is no limit on the amount of times a participant may win this scholarship.
6. If the scholarship is not used by a full-time participant, it may be divided equally for as many day participants as it can pay for.
7. This scholarship is **NOT** redeemable for cash.
8. Scholarship certificates are issued when you win and **MUST** be returned in the following year with your registration.
9. Scholarship winners **MUST** submit a check with their retreat registration for the full amount of retreat. When they attend retreat, their check will be returned to them un-cashed. If a scholarship winner fails to attend retreat that they have registered for, their check will be cashed and they will forfeit the scholarship.

TAFCE SCHOLARSHIP GUIDELINES

The Tennessee Association for Family and Community Education (TAFCE) offers one individual \$1,000 Scholarship per year to a TAFCE member who desires to further her/his education. The scholarship is for a student who is an active member in a fce club and has shown leadership skills, provided service to others, and contributed to the community.

To apply, the following criteria **MUST** be met:

1. Applicant **MUST** be a current member of the TAFCE organization with membership being current for the past two (2) or more years.
2. The TAFCE Scholarship is open to any student **CURRENTLY ENROLLED** in an accredited degree program or vocational school.
3. Applicant must be enrolled in a minimum of six (6) credited hours per semester.
4. Candidate must have a 2.5 or greater cumulative GPA. Attached to the scholarship application: an **OFFICIAL** transcript of courses completed, two (2) letters of reference, and a 250 word statement regarding your future goals.
5. Applicant must have financial need, but not necessarily qualify for financial aid.
6. Candidates must be willing to be interviewed by the scholarship committee if requested.
7. Deadline for **COMPLETED** application is **April 15th** and must be received by the appropriate TAFCE board member.
8. Recipient's school will be paid two (2) installments of \$500, one for the fall semester and one for the spring semester. These payments will be made shortly after each semester begins and may be utilized for school related expenses of your choice such as tuition, books, fees, etc.
9. To initiate the disbursement process, the winner will need to contact and provide the following information **each semester** to the TAFCE Treasurer.
 - A. An official transcript indicating proof of current and past enrollment. Registration for fall and then again for spring classes.
 - B. Your student identification number.
 - C. The name and direct contact information for your school's bursar.

Scholarship Committee and Application Process

Scholarship information and applications are available on the TAFCE website. The scholarship is available for four (4) years, but a new application must be submitted each year following the current established guidelines.

Forfeiture of Scholarship

The TAFCE Treasurer **MUST** be notified of any change in financial situation or status that would make the applicant ineligible for the scholarship. If the recipient should drop out of school without a valid reason, the scholarship is forfeited for the next semester.

TAFCE SCHOLARSHIP APPLICATION

Applicant Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Years in TAFCE? _____ Club Name: _____ County: _____

At the start of the fall term, will you be a: Freshman _____ Sophomore _____ Junior _____ Senior _____

Planned Major: _____ Planned Graduation Day: _____

Grade Point Average Last Semester: _____ Cumulative GPA: _____

Planned Degree (Bachelor's, Master's, Doctorate): _____

Please use the space below for your Biographical Statement including your educational background and financial need:

Actual dollars and source of funds available to you for educational purposes:

Per Semester	\$ _____
Wages	\$ _____
Parents/Spouse (if applicable)	\$ _____
Scholarships	\$ _____
Loan	\$ _____
Other Sources (specify)	\$ _____
Total	\$ _____

Actual Expenses

Per Semester	\$ _____
Tuition, Fees	\$ _____
Books	\$ _____
Living Expenses	\$ _____
Other (specify)	\$ _____
Total	\$ _____

I attest that all information is complete and accurate.

Applicant Signature: _____ Date: _____

Please note: additional information or supporting exhibits about your activities, employment, etc., may be attached to this application to enhance your opportunity for success. Please attach your statement regarding future goals as a separate page to this application.

TAFCE STATE PROJECT REPORTS

Our mission is to strengthen individuals, families, and communities through continuing education, leadership development, and community action. During the year, let us strive to do this through support for our children, youth, and our communities. The following are *ideas* of areas where our help is needed:

Education:

- Personal reading and creative writing - encourage TAFCE members to enter TAFCE Creative Writing.
- Share Cultural Arts with others
- Character Counts- sponsor "The Six Pillars of Character" program that encourages 4th graders to strive for excellence and creativity through reading, writing, and drawing skills
- Donate School Supplies
- Support Head Start Programs and other classroom activities
- Support NEA's Read Across America -Read Dr. Seuss books to children
- Listen to children read and read to children
- Share magazines with senior facilities
- Provide books to children (Imagination Library and/ or local health department)
- Teach a class to adults, young adults, or children
- Join a book club
- TAFCE College Scholarships - provide scholarships to fce members

Leadership:

- Conduct leadership training for fce and other interested community members
- Teach leadership skills within your fce club and to other organizations in your circle
- Participate in any active leadership role to better your community
- Volunteer to help lead 4-H activities
- Mentor single parents and homemakers
- Share cultural arts/heritage skill with others

Community Action:

- Ronald McDonald House - Collect can tabs
- Wrapped-In-Love (blankets, hats, etc. for cancer). see website: <http://wrappedinlovefoundation.com>
- Project Linus (blankets for children). see website: <https://www.projectlinus.org>
- Sewing 4 Souls (clothes for children in third world countries). see website: <https://sewing4souls.org>
- DEA Take Back program (prescription drug disposal). see website: <https://takebackday.dea.gov>
- Feeding American Back Pack Program see website: <http://www.feedingamerica.org/our-work/hunger-relief-programs/backpack-program>
- Prepare health packages for Veterans' Hospitals and county health departments
- Promote fce through community festivals and fairs
- Attend government meetings
- Family emergency preparation
- Care for parks and cemeteries
- Educate Community about Human Trafficking
- Support a homeless shelter
- Support local Food Bank

The key to being effective is to be aware of what is going on around you. There are many families with children where neglect and/or abuse are a daily occurrence. Find out what you as an individual can do. Be willing to take action. Throughout the year be sure to read your local newspaper and stay abreast of community events. An informed person is able to act responsibly when needed.

Revised August 24, 2018

TAFCE STATE PROJECT - EXPLANATION

It is very Important to report volunteer hours for projects completed because these hours are accumulated statewide and give our organization (TAFCE) credibility for our "non-profit" status. The hours reported also play a role in the University of Tennessee's decision concerning the involvement of FCS Agents with fce and FCL (leadership training/leader lessons

Annually, the Federal Government sets a value to each volunteer hour. When compiled statewide, fce volunteer hours are very impressive.

List all projects (with a brief description) on the form that corresponds with the "Area of Work" completed: i.e. Education, Leadership, and Community Action as shown below. Submit all forms to the County Chair by the county due date. They will compile the forms for the county and report the totals on the "County Summary Sheet" form and submit the County Summary Form to the TAFCE Vice President for Programs before February 15th annually.

Important: Hours reported on the State Project forms may also be included on Individual CVU reports.

Project Examples

Listed below are several examples of previously reported State Project. Choose the category that best fits your project.

Areas of Work

Some areas may overlap

<u>EDUCATION</u>	<u>COMMUNITY ACTION</u>	<u>LEADERSHIP</u>
Sponsor a child to go to camp; support Imagination Library; donate "Books for Newborns" through Health department; donate books for Head Start; perform demonstrations at school; collect and donate school supplies; donate bookmarks and book bags for reading programs; read to children at school and library; contribute to a scholarship fund; teach classes to youth and adults;	Work with Red Cross, Salvation Army, Hospice, Volunteer Fire Departments, "Meals on Wheels"; Donate to "shoe box ", "Toys for Tots", St. Jude's, "Angel Tree "programs; Provide meals and food baskets for shut ins; Plant flowers in community, Make items and/or donate to cancer patients, nursing homes residents, children of "meth" homes, military personnel and veterans, abused women shelters; Participate in "Relay for Life", community cleanup projects; Collect pull tabs for Ronald McDonald House; Collect food for US post office "Fight on Hunger" program or for food bank; Provide bedding for animal shelters; Make and donate "BooBoo Babies" to health departments; Collect calendars and magazines to donate to senior facilities, clothes to foreign countries; Donate to pregnancy centers; Work with "Project Linus" program; be a mentor; recycle; attend and support government and charitable meetings	FCL Programs, Help with 4-H Programs, Teach classes, Mentoring

When your volunteer project involves working with only one family member, you can consider the entire family as "people reached". If an article is published in the newspaper concerning a project, include the circulation of the newspaper as the number of "people reached" (this is usually thousands). When teaching in a classroom or library, the parents of the children at home can be included. Estimates are acceptable with groups of people you are working and helping ... as in the "areas of work" examples above. Don't forget your driving and preparation time for the project.

TAFCE STATE PROJECT REPORTS

Education

Complete this form for the "Education" Projects completed by your club or individual.

Use a separate sheet of paper to report "Leadership" and "Community Action" projects.

This completed form is then sent to the County Chair who then forwards the "County Summary Sheet" only to the TAFCE VP for Programs.

Year Work completed: _____

Person Submitting Report: _____

Title: _____ Club: _____

Phone Number: _____ Email: _____

Please complete each column. If you do not know the exact figures, record an estimate.

Use additional sheets if necessary

Do not leave columns blank

	Brief Description of each Education Project	fce MEMBERS		PEOPLE REACHED		Money Spent
		Number Participating	Hours Volunteered	fce Members	Non-fce Members	
1						
2						
3						
4						
5						
6						

TAFCE STATE PROJECT REPORTS

Community Action

Complete this form for the "Community Action" Projects completed by your club or individual.

Use a separate sheet of paper to report "Leadership" and "Education" projects.

This completed form is then sent to the County Chair who then forwards the "County Summary Sheet" only to the TAFCE VP for Programs.

Year Work completed: _____

Person Submitting Report: _____

Title: _____ Club: _____

Phone Number: _____ Email: _____

Please complete each column. If you do not know the exact figures, record an estimate.

Use additional sheets if necessary

Do not leave columns blank

	Brief Description of each Community Action Project	fce MEMBERS		PEOPLE REACHED		Money Spent
		Number Participating	Hours Volunteered	fce Members	Non-fce Members	
1						
2						
3						
4						
5						
6						

TAFCE STATE PROJECT REPORTS

LEADERSHIP

Complete this form for the "Leadership" Projects completed by your club or individual.

Use a separate sheet of paper to report "Community Action" and "Education" projects.

This completed form is then sent to the County Chair who then forwards the "County Summary Sheet" only to the TAFCE VP for Programs.

Year Work completed: _____

Person Submitting Report: _____

Title: _____ Club: _____

Phone Number: _____ Email: _____

Please complete each column. If you do not know the exact figures, record an estimate.

Use additional sheets if necessary

Do not leave columns blank

	Brief Description of each Leadership Project	fce MEMBERS		PEOPLE REACHED		Money Spent
		Number Participating	Hours Volunteered	fce Members	Non-fce Members	
1						
2						
3						
4						
5						
6						

TAFCE STATE PROJECTS

COUNTY SUMMARY

*Keep all individual reports in the County...do not mail with this form
Mail form to TAFCE Vice President of Programs*

Region: _____ County: _____

Year County Summary Reported: _____

Person Submitting Report: _____ Title: _____

Address: _____

City: _____ State: TN Zip Code: _____

Phone Number: _____ Email: _____

Please complete each column...Do not leave any column blank

Areas of Work	fce MEMBERS		PEOPLE REACHED		Money Spent
	Number Participating	Hours volunteered	fce members	Non-fce Members	
Education					
Leadership					
Community Action					
TOTAL of Each Column					