

## Extension Programs

**Committee Responsibilities:** The objective of the Extension Programs Committee is to promote and recognize quality program efforts of NACAA members. Also, to design methods of transferring such excellence in programming to other County Agents across the United States.

Conduct recognition programs in program development, implementations and evaluation by NACAA members, including:

- Crop Production Program
- Livestock Production Program
- Farm and Ranch Financial Management Program
- Remote Sensing and Precision Agriculture
- Landscape Horticulture
- Small Farms

State Chair Responsibilities:

- Advertise and encourage participation from all members of FACAA.
- Obtain a “current” list of FACAA members (from FACAA Treasurer).
- Put together committee to judge entries (use the Extension Programs Committee Members).
- Review each entry to ensure eligibility requirements, general application form, entry and documents meet NACAA rules. Also, an abstract is required with each entry.
- Judge the entries and submit State winners in each category to the Southern Regional Chair. The deadline in 2006, to get them submitted to the Regional Chair, is April 1.
- The categories of competition include the following (2006):
  - Search for Excellence in Crop Production
  - Search for Excellence in Livestock Production
  - Search for Excellence in Farm and Ranch Financial Management
  - Remote Sensing and Precision Agriculture
  - Landscape Horticulture
  - Young Beginning, or Small Farmer/Rancher

Note: Extension Programs National Chair, Southern Regional Chair, and the State Chair will be listed in the back of the “Special Edition County Agent Magazine.” This is the January issue which contains all entry forms, rules, categories, instructions, etc. for all NACAA recognition programs.

**Monthly Duties:**

*September:* Secure committee member list for Extension Program Committee.

*October:* Study and become familiar with rules and requirements of the professional improvement programs you will be responsible for membership of your goals. Welcome committee members and outline expected duties and timeframe.

*November:*

*December:* Follow up on encouraging member participation. This is an excellent time to remind members because most are writing up or finishing their FAC reports, and the program activities are fresh in their minds.

*January:* Develop and send professional improvement program reminder to all members of FACAA. Encourage participation in the categories mentioned above. Prepare another reminder and encouragement to be sent out directly behind receipt of the "Special Edition" of the County Agent Magazine which contains all professional improvement opportunities.

- Be sure to emphasize the due date!
- Be sure they know the correct address to send the entry to.

*February:* If you have not already done so, develop score sheets from rules section of each category. These will be used by committee members during judging. You should also contact all committee members and setup method, and time deadline for judging.

*March:* Receive, review, and verify each entry so that it is compliant with NACAA rules.

Arrange for committee members judging as soon as possible after the March 15<sup>th</sup> receipt deadline. At this point, you only have about two weeks to submit the State winners entries to the Southern Regional Chair, by April 1<sup>st</sup>. (Contact Southern Regional Chair to verify deadline date.)

Entries not forwarded to Regional Vice-Chair should be returned to members. Express appreciation for their effort in developing the entry and encourage agents to submit an entry another year.

*April:* Submit names of State winners for each category to FACAA Recognition and Awards Committee Chair. They have to be notified so plaques can be ordered.

*May:* Write up and submit Extension Programs Committee Report and submit to FACAA Vice-President. He is responsible for having it

published in the FACAA Annual Report. Typically, this report is due in late May or early June as a deadline.

*June:*

*July:* Submit committee report to chair of FACAA Annual Report.

*August:*

*September:* Attend EPAF meeting(s) and give brief presentation of Committee report at FACAA Annual Business Meeting and be prepared to make presentation to winners at Awards Program. (Check EPAF Awards Program Agenda for more information on presentation of awards.)

**Important Deadlines:**

- March 15 - Deadline for receiving entries!
- April 1 - Deadline for sending State winning entries to Southern Regional Chair.
- July - Submit committee report for FACAA Annual Report.

**Awards and Plaque Information:** Five of the 6 categories above offered the following awards in 2006.

State Winner \$50.00

Three (3) National Finalists \$250.00

National Winner \$500.00

The Young, Beginning, Small Farmer/Rancher monetary awards at each level was double in 2006.