



Dean's Award for Excellence in Extension

The CTAHR Dean's Award for Excellence in Extension recognizes an exceptional Cooperative Extension faculty member whose Extension program or project has demonstrated outstanding performance and significant results.

The awardee will be recognized at the 31st Annual CTAHR Banquet on May 10, 2019.

Award Amount

\$3,000 allocation toward a project or plan of work of awardee's choice.

Eligibility

- All full-time 9- or 11-month Extension faculty members who have been participating in an Extension project or program for at least the past 12 months are eligible.
- Employees who have been previously nominated but have never received this award, or who haven't received the award within the last 5 years and have new accomplishments of note, may be re-nominated.
- Self-nominations are acceptable.

Nomination Documents to Submit

- Nomination letter. (Limit to two pages.)
- Any supporting material. (Limit to three pages.)

Nomination Letter

This letter should clearly describe the following:

- Situation or events creating the need for the program or project.
- Outputs and outcomes (impacts) of the program or project.
- Role of each team member (and percent FTE) if the program or project is a team effort.
- Collaborations or partnerships with others (if applicable), including State and federal agencies.

Criteria

Evaluation of nominations will be on the basis of project or program needs, traditional and innovative outputs, and especially outcomes (impacts):

- Outputs are activities, products, services, and participation that result from inputs (program investments) and are the means, processes, or procedures used to accomplish the project's or program's performance objectives. Outputs include

the things that are done and the people who are reached. An example would be training/classes or workshops for youth/immigrant farmers/livestock producers.

- Outcomes/Impacts show the effectiveness or value of inputs invested and outputs generated. They are measurable and can be described as in this example: "As a result of training, participants became aware of or knowledgeable about (a certain problem) and responded in a (specifically described) positive way" or "After completing training, participants improved their diets/reduced the severity of their diabetes/reduced the cost of production/increased their profit margin/adopted safe use practices," etc. Impacts can be short term (change in knowledge or awareness), medium term (change in behavior, adoption of new practices, etc.), or long term (changes in economic, environmental, social, or civic status).

Nominations Due

Tuesday, March 5, 2019

Submission

Submit all nomination packets to the CTAHR Office of Communication Services at ocs@ctahr.hawaii.edu or Gilmore 210.

Selection

The committee will be appointed by the CTAHR Dean and Associate Dean of Extension.

Note: The selection committee may not make an award if it deems no candidate suitable, based on the documentation provided.



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