**Montana FCCLA Star Chapter Award Application**

*Recognition for chapters that develop and implement well-rounded programs of work.*

Chapters with well-rounded programs of work supporting Montana and National FCCLA strategic plans have programming in each of the following areas:

* Membership
* Chapter activities and operations
* Community service
* State and national activities
* Leadership development
* Promotion/public relations

**Award levels:**

Annually, chapters may apply to be recognized at the gold, silver and bronze levels. The level of recognition is determined by the number of activities and type of activities completed by the chapter.

* Gold – 50 or more points
* Silver – 40-49 points
* Bronze – 30-39 points

**Award:**

Chapters who earn a gold, silver or bronze award will receive:

* Plaque to hang in your school
* Recognition at the State Leadership Conference
* Press release distributed to your local newspaper
* Letter sent to school administrator and school board members

**Application process:**

Chapter advisers and officers should work together to complete each of the following:

* Complete and upload the Chapter Activities Form (below).
  + Place check marks for each activity your chapter completed (note that some categories are check all and other categories are select one if applicable).
  + Total your points at the end.
* Write a 150 word summary of your Year in Review (to be used in the State Leadership Conference program)
* Write a one-two page “A Year in Review” report. Report should describe specific examples of how points were earned for each of the six categories.
* Submit three pictures of our chapter in action with brief descriptions (to be used at State Leadership Conference)

All materials must be submitted online by **February 15** the Montana FCCLA website [www.mtfccla.org](http://www.mtfccla.org)

A confirmation email will be sent when the application is received.

**Questions:**

**Application due February 15**

Melanie Young, Interim Executive Director – [director@mtfccla.org](mailto:director@mtfccla.org)

****Chapter Activities Form*****Eligible activities are from February 16, 2018 to February 15, 2019****.*

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| **Membership**  **Focus: Actively recruit, retain and engage members** | | **Available Points** | **Points Earned** |
| **Activities (select all that apply):** | | |  |
|  | In every FCS class, FCCLA is incorporated in at least one unit of instruction | 1 |  |
|  | Announcements about upcoming FCCLA activities and/or opportunities are regularly made and posted in areas easily accessed by students and FCCLA members, for example in the hallways and classrooms | 1 |  |
|  | Chapter developed and conducted an annual recruitment program targeted at prospective FCS students | 1 |  |
|  | Chapter has and utilizes a local FCCLA recognition program to encourage members to participate in FCCLA activities | 1 |  |
|  | Chapter participated in the National FCCLA Go for the Red membership campaign | 1 |  |
| **Membership Increase (select one, if applicable):** | | |  |
|  | In 2018-19, chapter had a 5%+ increase in affiliated members compared to the previous year | 3 |  |
|  | In 2018-19, chapter had a 3-5% increase in affiliated members compared to the previous year | 2 |  |
|  | In 2018-19, chapter had a 1-2% increase in affiliated members compared to the previous year | 1 |  |
| **Affiliation (select one, if applicable):** | | |  |
|  | Affiliated by November 1 | 3 |  |
|  | Affiliated by February 1 | 2 |  |
| Total | | |  |

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| **Chapter Activities and Operations**  **Focus: Actively conduct meetings and track service learning** | | **Available Points** | **Points Earned** |
| **Activities (select all that apply):** | | |  |
|  | The chapter holds at least one monthly meeting utilizing an agenda and parliamentary procedure | 3 |  |
|  | The chapter has a local Constitution/Bylaws | 1 |  |
|  | Chapter conducted activities to teach the mission/history/purposes of FCCLA | 1 |  |
|  | Chapter conducted at least one major activity during FCCLA Week (February 2019) | 1 |  |
| **Monthly Service Hours Report:** | | |  |
|  | Completed for each required month by all affiliated members and submitted by the deadline. One point for each month completed; up to 6 points maximum. | (up to 6) |  |
| Total | | |  |

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| **Community Service**  **Focus: State Outreach Project and Service Learning Projects** | | **Available Points** | **Points Earned** |
| **Community Service – other than the State Outreach Project (select one, if applicable):** | | |  |
|  | The chapter participated in or coordinated 5 or more community service efforts in the local community | 5 |  |
|  | The chapter participated in or coordinated 3-4 community service efforts in the local community | 3 |  |
|  | The chapter participated in or coordinated 1-2 community service efforts in the local community | 1 |  |
| **State Outreach Project:** | | |  |
|  | Activities were conducted that provide advocacy, education, direct or indirect service to the Vision Zero project. 1 point per activity (multiple activities may be conducted within one project). Up to 6 points maximum. | (up to 6) |  |
| Total | | |  |

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| **State and National Activities**  **Focus: Participation in district, state and national FCCLA activities** | | **Available Points** | **Points Earned** |
| **Activities (select all that apply):** | | |  |
|  | One or more members attended the Fall 2018 District Meeting | 1 |  |
|  | One or more members attended the 2018 FCCLA National Cluster Meetings | 1 |  |
|  | One or more members attended the FCCLA 2018 National Leadership Conference (1 point per member; maximum of 5 points) | (up to 5) |  |
|  | At least one chapter member submitted a scholarship application to Montana or National FCCLA (Spring 2018) | 1 |  |
| **National Programs (select all that apply):** | | |  |
|  | 2019 National Program Award application submitted (1 point per application; maximum of 3 points) | (up to 3) |  |
|  | 2018 National Program Award winner | 1 |  |
| **State Leadership Conference (select all that apply):** | | |  |
|  | Chapter had members attend 2018 State Leadership Conference (1 point per member; maximum of 5 points) | (up to 5) |  |
|  | 2018 STAR Event (Online or at SLC) 1st or 2nd place winner (1 point per event won (team or individual); maximum of 5 points) | (up to 5) |  |
| Total | | |  |

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| **Leadership**  **Focus: Members actively engage in leadership development** | | **Available Points** | **Points Earned** |
| **Activities (select all that apply):** | | |  |
|  | Chapter has a member who applied for a district office but was not elected in Fall 2018 (1 point per member; up to 3 points) | (up to 3) |  |
|  | In 2018/19 or 2019/20, chapter has a member serving as a District Officer. Excluding Current State Officers as points are awarded in following row. (1 point per officer; up to 5 points) | (up to 5) |  |
|  | In 2018-19, chapter has a member serving as a Current State Officer (term ending at March 2019 SLC) | 3 |  |
|  | Chapter has a member who submitted a National Officer Candidate application to Montana FCCLA in February 2018 | 1 |  |
|  | In 2018-19, chapter has a member who ran at National FCCLA for a National Officer Position | 3 |  |
|  | Chapter members participated in the 2018 Fall Leadership Rally (1 point per member; up to 3 points) | (up to 3) |  |
|  | Chapter member receives the 2018 Montana Ultimate Leader Award | 1 |  |
|  | Chapter Adviser received the 2018 National FCCLA Spirit of Advising Award or the 2018 Montana Adviser of the Year or New Adviser of the Year Award | 1 |  |
|  | Chapter Adviser is an Adviser Mentor or Master Adviser with National FCCLA in 2018 | 1 |  |
|  | Chapter Adviser participates in the Montana FCCLA Phased Approach to FCCLA Mentor Program in 2018-19 | 2 |  |
|  | Chapter Adviser participated in a National FCCLA Adviser Training in 2018-19 | 1 |  |
|  | Adviser serves on the Montana FCCLA Board of Directors | 3 |  |
| Total | | |  |

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| --- | --- | --- | --- |
| **Promotion & Public Relations**  **Focus: Active promotion of FCCLA and FCS within the school and community** | | **Available Points** | **Points Earned** |
| **Articles published/distributed in the community:** | | |  |
|  | Articles were published/distributed through school newspaper, local newspaper, TV, etc. (1 point per article; up to 5 points) | (up to 5) |  |
| **Other activities (select all that apply):** | | |  |
|  | Chapter has a chapter website that is up-to-date | 1 |  |
|  | Chapter utilizes social media such as Facebook or Twitter | 2 |  |
|  | Chapter members made a presentation to their local school board | 2 |  |
|  | Chapter members made a presentation to their peers | 2 |  |
|  | Chapter members wrote and submitted an article with a picture to the State Director or Teen Times that can be used on the website, newsletter, etc. | 1 |  |
| Total | | |  |

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| **Chapter Name** | **Individual Completing  this Form** | **Date Completed** | **Total Points Earned** |
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