



Florida Department of Education
Family and Community Involvement Awards

Timeline

- December** Applications are distributed to district volunteer coordinators.
- February 15** Applications must be submitted online by clicking [2018-2019 Family & Community Involvement Award](#). All documentation must be submitted electronically as part of the online application. Submissions received after **February 15** will not be considered.
- March** State selection committee reviews nominees.
- April** Announcements of Family & Community Involvement Award winners are made.

Eligibility Requirements

The Florida Department of Education Family and Community Involvement Awards are presented annually to exemplary programs/projects in Florida schools and serve to recognize, highlight and promote innovative school practices that increase family and community involvement.

Entries will be judged in each of two categories: Elementary (PreK-5) and Secondary (6-12). Each district may submit two nominations: one for an elementary school program and one for a middle or high school program. Statewide, a total of ten schools may win the Family and Community Involvement Award, two schools from each of Florida's five reporting regions.

The nomination is to be generated by the School Advisory Council, with input from the school's PTA or parent organization. Entries must be school-based projects that focus on specific school-initiated family and community involvement programs, projects or strategies.

Nomination Criteria

A nomination for the Family and Community Involvement Award should reflect innovative practices in the recruitment, training and recognition of parents, family members and community groups, resulting in increased engagement with the school. These practices include, but are not limited to, strategies that address the following:

- 1) Removing barriers between school and family

- 2) Enhancing parenting skills
- 3) Improving student learning and academic success
- 4) Facilitating better communication between stakeholders
- 5) Promoting volunteerism
- 6) Providing training at school or at home
- 7) Fostering better decision making
- 8) Strengthening collaboration with community and others

Application Scoring

The Family and Community Involvement Award will be scored based on the following domains. Each is worth a possible 20 points for a total of 120 points. Note the scale with which each domain will be weighed.

- **Impact on Family and Community Involvement:** Consider the degree to which families and/or the community are encouraged and inspired to become involved with the school. *Scale: Very high, high, moderate, or low*
- **Outreach to Families and/or Community:** Consider the degree of outreach used to solicit family and/or community participation in the program/project; e.g., newsletters, social media, flyers, announcements, word of mouth. *Scale: Very high, high, moderate, or low*
- **Involvement of Families and Community:** Consider the degree to which families and/or community members are engaged in and supportive of the program/project. *Scale: Very high, high, moderate, or low*
- **Ability to Replicate the Program/Project:** Consider the cost, time commitment, and difficulty in replicating the program/project. *Scale: Minimal for all three factors, minimal for two of three factors, minimal for only one factor, or considerably large for all factors*
- **Innovation and Usefulness of Program or Project:** Consider the capacity of the program/project to meet an identified school-based need; consider the level of creativity or innovation used to meet that need. *Scale: Directly meets, meets, loosely meets, or does not meet*
- **Relationship to School Improvement Goals:** Consider the degree to which the program/project directly aligns to one or more school-improvement goals and overall fosters improvements to the school. *Scale: Directly aligns, loosely aligns, indirectly aligns, or does not align or unclear*

Application Submission

Once state eligibility requirements have been met and district nominations have been determined for each of the two categories, Elementary and Secondary, the District Volunteer Coordinator may access the Family and Community Involvement Award nomination by clicking [2018-2019 Family & Community Involvement Award](#).

A separate form must be submitted for each nominee. Superintendent's and Principal's acknowledgement statements, including signature, must be submitted as a file upload for each nominee. (See samples below.)

Applications must be received by **Friday, February 15**, in order to be considered by the selection committee. The selection committee will consider and review only the required materials, thus additional materials should not be submitted with the application.



[OFFICIAL SCHOOL DISTRICT LETTERHEAD]

[Month XX], 2019

With great pleasure, [SCHOOL DISTRICT] nominates [NAME of PROGRAM] as candidate for the **2018-2019 Family & Community Involvement Award**.

Additional information or questions concerning our nomination may be directed to [NAME], Volunteer Coordinator at [PHONE] or by email at [EMAIL ADDRESS].

Sincerely,

[NAME], Superintendent
[SCHOOL DISTRICT]

[OFFICIAL SCHOOL LETTERHEAD]

[Month XX], 2019

With great pleasure, [SCHOOL] nominates [NAME of PROGRAM] as our candidate for the **2018-2019 Family & Community Involvement Award**.

Additional information or questions concerning our nomination may be directed to [NAME], Volunteer Coordinator at [PHONE] or by email at [EMAIL ADDRESS].

Sincerely,

[NAME], Principal
[SCHOOL]