



Nomination Deadline: May 3, 2021

Purpose The NEA Foundation Awards for Teaching Excellence recognize, reward, and promote both excellence in teaching and advocacy for the profession. The NEA Foundation and NEA present the awards jointly.

Eligibility All current members of an NEA local affiliate or bargaining unit are eligible, including teachers, education support professionals, and higher education faculty and staff. NEA state affiliates, the Federal Education Association, and direct affiliates may each submit one nomination per year. Only nominations submitted and endorsed by one of these affiliates will be considered.

The NEA Foundation (NEAF)—like NEA—does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, sexual orientation, or military status, in any of its activities or operations. NEAF encourages NEA state leaders to consider awardees who reflect the diversity among NEA members.

Selection **AFFILIATE LEVEL**

Each NEA affiliate determines its own best process for selecting its awardee and submits a single awardee’s name and qualifications to the NEA Foundation, consistent with the criteria described below.

The state selection process can be based on the process used at the national level (see page 2) or another alternative that reflects due diligence. A state affiliate cannot nominate the same educator more than once.

State leadership may consider nominating the recipient of another local, district, state, or national award—including subject specific awards, advocacy awards, or national awards like the Presidential Award for Excellence in Science and Math Teaching, provided that the awardee is a NEA member.

NATIONAL LEVEL

A national selection panel chooses the five recipients of the Horace Mann Awards for Teaching Excellence from among the affiliate awardees. The President and CEO of the NEA Foundation and the NEA President appoint these panelists.

The Horace Mann awardees will be invited for personal interviews with the national selection panel in August 2021 and based on these interviews, the NEA Member Benefits Award for Teaching Excellence recipient will be chosen.

- Benefits** All affiliate awardees receive expenses-paid travel to Washington, DC for the NEA Foundation's *Salute to Excellence in Education Gala* in February. Five awardees are selected for the Horace Mann Awards for Teaching Excellence and receive \$10,000 each plus expenses-paid travel for themselves and one guest. The NEA Member Benefits Award for Teaching Excellence recipient, selected from the five, receives \$25,000 in cash and a commemorative gift.
- Submission** All applications must be submitted on our online application system, which opens in Fall 2020 and closes May 3, 2021.
- Notification** The Foundation will notify all affiliate presidents and their awardees when Horace Mann awardees have been selected in Summer 2021.
- Criteria** Applications for the national awards are judged according to five criteria. Panelists rate state awardees on each criterion using the point value indicated below.
- 1) **PROFESSIONAL PRACTICE:** The awardee demonstrates expertise, creativity, and innovation in his/her field. The awardee uses a variety of strategies to effectively address students' different learning styles and needs. The awardee is a leader at the local, state, and/or national level. **(15 points)**
 - 2) **ADVOCACY FOR THE PROFESSION:** The awardee is a current, active member of the local, state, and/or national education association, and has assumed leadership roles at one or more of these levels. The awardee is an active member of other professional organizations and engages in activities that advance the profession and public education. The awardee speaks out on behalf of public education, educators, and students. **(15 points)**
 - 3) **ATTENTION TO EQUITY AND DIVERSITY:** The awardee works to provide a learning environment that meets the needs of all students, regardless of differences. The awardee recognizes and explicitly addresses the full array of values, cultures, and experiences represented in our diverse modern society, through varied interactions with students. **(10 points)**
 - 4) **COMMUNITY ENGAGEMENT:** The awardee is intentional, engaging family and community resources to enhance student learning and student success. **(5 points)**

5) **LEADERSHIP IN PROFESSIONAL DEVELOPMENT:** The awardee continually engages in experiences to improve his or her practice and to gain new skills and knowledge. The awardee shares this new learning with colleagues in effective ways. The awardee's participation in and commitment to professional development has a visible impact on his or her institution, students, and community. **(5 points)**

**Contents of
Nomination**

Nomination packages must include all of the items listed below. Formatting instructions are noted for each section.

A) DATA SHEET

The data sheet requests contact information for the state, federal, or direct affiliate and the awardee.

One page maximum. The form must be typed.

B) NOMINATION LETTER

The nomination letter from the state, federal, or direct affiliate president explains why the awardee deserves a national award. ***Alternatively, a local president can write the official nomination letter outlining the awardee's qualifications. If this approach is used, the state president should attach an additional page with one sentence certifying the nomination.***

Three pages maximum, double-spaced, 12-point or larger type.

C) RESUME

The resume provides a brief, factual overview of the awardee's career, including positions held, degrees attained, honors received, etc. The resume may also describe personal achievements or activities that are not noted elsewhere.

Two pages maximum.

D) AWARDEE'S STATEMENT

The awardee's statement must be written by the awardee, as a first-person narrative. The statement includes specific examples to illustrate all five of the award criteria. The questions below do not need to be copied verbatim in the text. However, state awardees are strongly encouraged to include headings or keywords related to the criteria to aid the panelists in their reading.

21,000 characters (about 3400 words) maximum.

1) How have you grown as an educator throughout your career? Cite several examples of ways you have developed your skills and/or adapted your practice over

time. What strategies or methods do you use to support student learning and student success? How do you act as a leader?

2) How has your involvement in the National Education Association or NEA affiliate(s) contributed to your success as an educator? How would you persuade a new colleague to join or become more active in the association? In what other ways do you serve as an advocate for the profession and for public education?

3) Please describe how you have been intentional, engaging family and community resources to enhance student learning and student success. How do you build relationships with parents and community members?

4) What experiences or activities have been most beneficial to your professional knowledge, skills, and practice? How have you contributed to the professional development of your colleagues? How has your professional growth made a difference for your school or university, your students, and your community? Include examples.

5) How do you address issues of equity and diversity in your interactions with students? What is the result of such efforts? How does your approach to diversity affect your work?

6) If you have not already done so, tell a story about how your work has made a difference for a student or a group of students.

7) What advice would you give to someone entering the profession on how to attain excellence?

E) ENDORSEMENT LETTERS

Letters of endorsement are written by the awardee's local affiliate president, colleagues,

current or former students, parents, or community members. Letters should be signed, if possible, and the salutation should address the state affiliate selection committee or the national selection panel for The NEA Foundation Awards for Teaching Excellence.

Up to three letters, two pages maximum each, double-spacing preferred. Letters must be submitted with all other materials.

Submission1) All affiliate nominations must be submitted via the Foundation's online application system at www.neafoundation.org/for-state-affiliates/awards-for-teaching-excellence/

2) Affiliate representatives can complete the application online or the awardee can complete the application by using the affiliate’s unique link and password. Please note that documentation of the state affiliate’s endorsement must be included.

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| Checklist | 1) Data Sheet (see page six) | 1 – 2 pages |
| | 2) Nomination Letter | 3 pages maximum |
| | 3) Resume | 2 pages maximum |
| | 4) Awardee’s Statement | 21,000 characters (about 3400 words) maximum |
| | 5) Letters of Endorsement | 6 pages maximum |

Addendum Digital Photo: Please upload a JPEG photo (at least 72 pixels per inch and 400KB) of the state awardee electronically when you submit the application online.

By submitting this photo and application, the awardee consents to the unlimited use by the NEA Foundation and/or the National Education Association (NEA) of his/her image in any form, including but not limited to, digital media, film, audio recording or still photography, in connection with any Foundation and/or NEA publicity or communications effort. These efforts may include, among other things, publications, videos, and websites.

The awardee agrees that the NEA Foundation and/or NEA may have unlimited use of any program information or text from communications that he/she submits to either of them, in connection with any Foundation and/or NEA publicity or communications efforts, as described above.

The NEA Foundation and/or NEA shall be under no obligation to actually use the awardee’s materials in any way.

The awardee further agrees that neither the NEA Foundation nor the NEA will compensate him/her in money or otherwise for the consents granted above.

Questions? Call or e-mail Meghan Berka (202.822.7865 or mberka@nea.org).

The NEA Foundation Awards for Teaching Excellence Data Sheet

State, Federal, or Direct Affiliate Information

President:

Affiliate Name:

Address:

City:

State:

Zip:

Telephone:

Fax:

Email:

Awardee Information

Awardee:

Home Address:

City:

State:

Zip:

Telephone:

Fax:

Email:

School/Institution:

Work Address:

City:

State:

Zip:

Telephone:

Fax:

Email:

Job Title:

For teachers, what do you teach? Subject(s):

Grade(s):

Awardee Information Request

(How would you describe yourself? Choose one or more from the following ethnic or racial groups.)

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| American Indian or Alaska Native: |
| Asian: |
| Black or African American: |
| Hispanic or Latino (A person of Spanish culture or origin regardless of race): |
| Native Hawaiian or Other Pacific Islander: |
| White or Caucasian: |
| Other (Please specify): |
| Prefer not to answer: |

Awardee's Employer Information

Superintendent or Institution President:

District or Institution:

Address:

City:

State:

Zip:

Telephone:

Fax:

Email:

Principal or Dean:

School or College:

Address:

City:

Telephone:

Fax:

State:

Email:

Zip:

Local Affiliate Information

President:

Affiliate Name:

Address:

City:

Telephone:

Fax:

State:

Email:

Zip: