

TAFCE, CENTRAL REGION

2026 Program Planner

for County Council Officers



TAFCE and Central Region Board Dates at a Glance

Twelve Month Calendar 2026 Programs and Forms

This planner is designed to be used by county council presidents,
other county council officers, and local FCE club presidents.

Most due dates and deadlines are regional.
Set your own county deadlines accordingly.

What is FCE? The Tennessee Association for Family and Community Education (TAFCE) is an organization of volunteers who work together to build strong families and communities. Local FCE clubs throughout the state of Tennessee are divided into three regions: Western, Central, and Eastern. Educational materials are created and utilized to strengthen knowledge and expertise. Resources are provided to develop leadership skills, enabling people to make a difference. Ultimately, FCE strives to make our homes and communities a better place in which to live!

TAFCE Mission: To strengthen the home and community by improving the quality of life of individuals and families through continuing education, leadership development, and community service.

TAFCE Logos: Please note the official TAFCE logos to the right. The State has developed a permission form which must be completed and approved before using the logo in any form. The logo is to appear as shown here, not to be distorted, changed in color (blue or black only) or changed in any way. The logo on the right, with the words, is designed to be used on letterhead and social media. The logo on the far right, without the words, is designed to be used on clothing or when smaller letters would not be easily distinguished.



TAFCE Central Region Webpage: New Website Coming Soon

TAFCE Webpage: <https://www.tafce.org> or <https://tafce.tennessee.edu>

Facebook Groups: TAFCE, Central Region

Tennessee Association for Family and Community Education

National Association for Family & Community Education

High-lighted State Project for 2026 – Focus on Food Security- the ability to access safe, nutritious & sufficient food at all times and access to quality food sources for a well-balanced diet to achieve a healthy life.

Each year, an emphasis is chosen for a state project or issue to be highlighted at the state level, filtering down to the region, county, and local level. This emphasis includes programs to educate the FCE members, and to promote the sharing of knowledge gained within their community. FCE members are encouraged to become involved with organizations in their communities that focus on that issue, through various forms of community service.



The FCE Logo is the acronym for "Family and Community Education". The logo includes the FCE as well as the words. The logo should not be used within state outlines. The name of the state may be used in the place of national as specified in the letterhead provided to each state by the national organization. The logo, emblem and seal are registered or copyrighted trademarks of the National Association for Family and Community Education. A written license agreement must be obtained before use. Contact National FCE Headquarters for the license agreement and/or the TAFCE President.

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2026 TAFCE, Central Region Year at A Glance

<u>January</u>	7	Central Region Executive Board Meeting- 9:30 am- zoom
	22	Central Region Information Day, 10:00 am, registration 9 to 9:45am, Main Building Auditorium, Lane Agri-Park, Murfreesboro
	29	Snow Date, Central Region Information Day
<u>February</u>	1	Heart of FCE nominee due to Region President- Myra Fisher
	15	Retreat instructor form due to Region Education Chair- Kaycee Smith
	15	FCL application and check to Region VP for Public Policy- Lisa Harville
	18	Central Region Executive Board Meeting, 9:30 am- zoom
<u>March</u>	1	County Character Counts “Citizenship” winners due to TAFCE President- Emily Gordon
	1	Spirit of FCL nominee due to TAFCE President- Emily Gordon
	1	TAFCE State Project Award form due to TAFCE VP for Programs- Kaycee Smith
	1	State Project Report from County due to TAFCE VP for Programs- Kaycee Smith
	1	Celebrate National Read Across America Day
	15	TAFCE scholarship application due to TAFCE VP for Programs- Kaycee Smith
<u>April</u>	6	State Board Meeting 11:30 am, Lebanon
	7	FCL Training, Comfort Suites, Lebanon, 11 am
	8	FCL Training, Comfort Suites, Lebanon, 8 am
	14	Open Category Brochure Contest- Project brochure due to NAFCE
	15	Retreat Class registration due to Region Education Chair- Sarah Sharp
	15	Retreat registration due to Region Treasurer- Sandra Poston
	15	Central Region Executive Board Meeting, 9:30 am- Lane Agri-Park, Community Center Murfreesboro
<u>May</u>	1-31	Imagination Library Month
	15	State project- International Day of the Family
	18	Early arrival (extra night) at Central Region Leadership Retreat at UT Southern, Pulaski
	19-21	Central Region Retreat at UT Southern, Pulaski
<u>June</u>	1	Creative Writing due to Region VP for Programs- Anne Waggoner-Evans
	1	CVU’s due to Region VP for Public Policy- Lisa Harville
	15	Best of the Best due to Region VP for Public Policy- Lisa Harville
	15	FCS Agent Appreciation Award due to Region VP for Public Policy- Lisa Harville
	15	Kate Bagnall scholarship application due to Region VP for Programs- Anne Waggoner-Evans
	15	Region officer nomination form due to Region VP for Programs- Anne Waggoner-Evans
	15	FCL application due to Region VP for Public Policy – Lisa Harville
	17	Central Region Executive Board Meeting, 9:30am, zoom
<u>July</u>	1	New 50-year member application due to TAFCE VP for Programs- Kaycee Smith
	19-22	NAFCE Conference

- August
- 1 State Officer nominations due directly to TAFCE VP for Programs- Pam McIntyre-Albaro
 - 1 Craft Booth reservation form for Central Region Annual Meeting due to Region Treasurer- Sandra Poston
 - 1 Annual Meeting packet sent to voting delegates by Region Secretary- Dana Evans
 - 15 Credential form and registration for Central Region Annual Meeting due to Region Treasurer- Sandra Poston
 - 15 Cultural Arts winners due to Region Education Chair- Kenny Nix
 - 15 Fashion Revue winners due to Region Education Chair – Joy McLerran
 - 15 Instructions for Membership Dues and Membership Lists reporting sent to County Treasurers by Region Treasurer- Sandra Poston
 - 10 State Board Meeting, 11:30 am, Lebanon
 - 11-12 FCL Training at Comfort Suites, Lebanon
- September
- 1 Begin Character Counts in your County- Respect- thru March 31, 2026
 - 9 Central Region Executive Board Meeting 10 AM at Lane Agri-Park, Community Center Murfreesboro
 - 10 Central Region Annual Meeting, 10 am, Lane Agri-Park, Community Center, Murfreesboro
- October
- 1 2026 Central Region, TAFCE & NAFCE membership dues and county membership list due to Region Treasurer- Sandra Poston
 - 1 2026 County Council officer list due to Region Secretary- Dana Evans
 - 1 Credential form for TAFCE conference voting delegate due to TAFCE Treasurer-Peggy Richmond
 - TAFCE Conference registration due to TAFCE Treasurer- Peggy Richmond
 - 11-17 National FCE Week
 - 21 Central Region Executive Board meeting 9:30 am- zoom
- November
- 15-18 TAFCE State Conference, Gatlinburg, TN
 - 22-28 National Family Week
 - 26 Thanksgiving
- December
- 4 Hanukkah begins at sundown
 - 25 Christmas



2026 TAFCE State Officers

President

Emily Gordon (Marshall)
780 Yell Road
Lewisburg, TN 37091
931-359-7074
emilygtafce@gmail.com

President Advisor

Esther Button (Houston)
150 Outlaw Lane
Stewart, TN 37175
931-721-4765
buttonjarFCE@gmail.com

VP for Programs

Kaycee Smith (Cheatham)
1331 Leo Baker Rd.
Ashland City, TN 37015
615-504-9956
kdsmith@att.net

VP for Public Policy

Pamela McIntyre-Albaro (M'tgery)
253 Raintree Drive
Clarksville, TN 37042
931-378-9994
pamela.m.albaro@gmail.com

Secretary

Sarah Sharp (Wilson)
166 Speedwell Ln.
Lebanon, TN 37087
615-289-2963
sarahsharpfce@gmail.com

Treasurer

Peggy Richmond (Grundy)
949 Bells Mill Road
Pelham, TN 37366
609-413-7071
prichmond09@aol.com

Regional Presidents

Eastern Region President

Marti Agler (Sevier)
1300 Poplar Court
Sevierville, TN 37862
865-428-1472
tafceeastpresident@gmail.com

Central Region President

Myra Fisher (Smith)
123 Hillwood Drive
Carthage, TN 37030
615-542-2321
myra111@comcast.net

Western Region President

Pat Woods (Montgomery)
1002 Red Bluff Way
Adams, TN 37010
931-624-8910
pwoods29@gmail.com

Education Chairs

IT/Communications

Anita Ground (Lincoln)
43 Harbin Road
Fayetteville, TN 37334
540-735-7263
aground1@yahoo.com

Cultural Arts

Cindy Mishtal (McMinn)
1001 Valley Drive
Athens, TN 36303
423-462-4924
cmishtal@icloud.com

Fashion Revue

Vicki King (Madison)
72 Brookstone Place
Jackson, TN 38305
931-273-5168
vckingfce@gmail.com

State Advisors

Dr. Janet E. Fox
Department Head
Family & Community Services
122 Morgan Hall
2623 Morgan Circle
Knoxville, TN 37996
865-974-7384(0)225-610-6470(c)
jfox35@utk.edu

Dr. Martha Keel
Professor, UT Extension
State TAFCE Advisor
218 Morgan Hall
2921 Morgan Circle
Knoxville, TN 37996
865-680-9788
mkeel@utk.edu

Eastern Region Advisor

Heather Kyle
1801 Downtown West Blvd.
Knoxville, TN 37919
865-386-6268
hkyle@utk.edu

Central Region Advisor

Carla Bush
Regional Program leader
UT Extension CR Officer
5201 Merchant Dr.
Nashville, TN 37211
615-832-6550
cybush@utk.edu

Western Region Advisor

Dr. Lynn Brookins
UT Extension Program Leader [1]
605 Airways Blvd.
Jackson, TN 38305
731-425-4725
dbrooki1@utk.edu

Presidential Agent Advisor

Terri Orr
230 College St. Suite 130
Lewisburg, TN 37091
931-359-1929
terror@utk.edu

2026 Central Region Executive Board of Directors

President

Myra Fisher (Smith)

123 Hillwood Drive
Carthage, TN 37030
615-542-2321 (c)
myra111@comcast.net

President-Elect

Regina McCathern (Wilson)

1224 Rome Pike
Lebanon, TN 37087
615-473-8332
mrmccathern@yahoo.com

VP for Public Policy

Lisa Harville (Smith)

18 Old Kemp Hollow Lane
Pleasant Shade, TN 37145
615-489-5511(C)
lisaharville@gmail.com

VP for Programs

Anne Waggoner-Evans (Smith)

22 Stewart Hollow Lane
Elmwood, TN 38560
615-957-9011
stewartfamilyfarm@icloud.com

Education Chair Retreat- Class Registration

Sarah Sharp (Wilson)

166 Speedwell Lane
Lebanon, TN 37087
615-289-2963
sarah.sharp08.ss@gmail.com

Co-Chair Retreat and 2028 Conference Coordinator

Kaycee Smith (Cheatham)

1331 Leo Baker Road
Ashland City, TN 37015
615-504-9956
kdsmith@att.net

Treasurer

Sandra Poston (Wilson)

5247 Big Springs Road
Lebanon, TN 37090
615-406-2454
sposton05@gmail.com

Education Chair, Cultural Arts

Kenny Nix (Wilson)

1092 Callaway Drive
Lebanon, TN 37087
214-497-6302
genestraus@gmail.com

Education Chair, Fashion Revue

Joy McLerran (Clay)

559 Little Trace Creek
Red Boiling Springs, TN 37150
615-607-0085
mclerranjoy@gmail.com

Secretary

Dana Evans (Warren)

116 Martin Street
McMinnville, TN 37110
931-743-9067
danaevans444@gmail.com

Education Chair, Membership

Wendy Drumm (Smith)

36 Shady Circle
Pleasant Shade, TN 37145
516-578-6683
wfldust@nctc.com

Education Chair,

Communications

Crystal Holt (Putnam)

795 East 22nd Street
Cookeville, TN 38501
931-261-6750
crystalHoltfce@gmail.com

UT Extension

Central Region Advisors

Carla Bush

Extension Program Leader
Central Region Office
5201 Marchant Drive
Nashville, TN 37211
615-832-6550
cybush@utk.edu

Piper Smith (Warren)

201 Locust St., Suite 10
McMinnville, TN 37110
931-473-8484
psmit139@utk.edu

Emily Osterhaus (Lincoln)

208 Davidson Street East
Room 117
Fayetteville, TN 37313
931-433-1582(office)
eosterha@utk.edu

Mary Draper (Smith)

67 Cookeville Hwy, Suite 102
Carthage, TN 37030
615- 735-2900 (office)
mparke33@utk.edu

Mary Beth Henley (Franklin)

330 Joyce Lane
Winchester TN 37398
931-967-2741
mhenley1@utk.edu

Sami Strong Wyatt (Wilson)

925 E Baddour Pkwy
Suite 100
Lebanon, TN 37087
615-444-9584
sstron11@utk.edu

January 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7 CR Board Meeting 9:30 am Zoom	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22 Information Day	23	24
25	26	27	28	29 Snow Day Information Day	30	31



- 7 - Central Region Executive Board Meeting 9:30 to 12 noon, Zoom
- 22 - Central Region Information Day, registration 9 to 9:45am, main building
Lane Agri-Park, Murfreesboro
- 29 - CR Information Day- Snow Day

February 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Heart of FCE due
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15 FCL Application	16	17	18 CR Board Mtg 9:30 am Zoom	19	20	21
22	23	24	25	26	27	28



- 1– Heart of FCE nominee p. 70-71 due to Region President – Myra Fisher
- 15 – Retreat instructor form p.79 due to Region
Education Chairperson – Kaycee Smith
- 18 - Central Region Executive Board mtg. 9:30 a.m., Zoom

March 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Character Counts/FCL App/Spirit of FCL/TAFCE Project Award Form/Read Across America
1	2	3	4	5	6	7
8 Daylight Saving Time Begins	9	10	11	12	13	14
15 TAFCE Scholarship App Due	16	17 St Patrick's Day	18	19	20	21
22	23	24	25	26	27	28
29 Palm Sunday	30	31				



- 1 - FCL Application, p. 55, due to Region VP for Public Policy – Lisa Harville
- 1 - TAFCE State Project Award Form, p. 93, due to TAFCE VP for Programs – Pam Alberto
- 1 - County Character Counts "Respect" winners due to TAFCE President –Emily Gordon
- 1 - Spirit of FCL, p. 90, nominee due to TAFCE President – Emily Gordon
- 1 - Read Across America
- 15 - TAFCE Scholarship application p. 92 due to TAFCE VP for Programs- Pam McIntyre-Albaro

April 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 Good Friday	4
5 Easter Sunday	6 State Board Meeting 11:30 am	7 FCL Training In Lebanon	8 FCL Training In Lebanon	9	10	11
12	13	14 Project Brochures due to NAFCE	15 Retreat Reg/ Retreat class registration Central Region Executive Board Meeting 9:30 am Murfreesboro	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		



- 7 - State Board Meeting 11:30 am, Lebanon
- 8-9 - FCL Training, Comfort Suites, Lebanon
- 14 - Brochure contest p. 26-27 due to NAFCE
- 15 - Retreat CLASS registration p. 75 due to Region Education Chairperson – Sarah Sharp
- 15 - Retreat registration p. 80-83, due to Region Treasurer Sandra Poston
- 15 -- Central Region Executive Board meeting, 9:30 a.m., Lane Agri Park, Murfreesboro

May 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	Imagination	Library	Month		1	2
3	4	5	6	7	8	9
10	11	12	13	14	15 Day of the Family	16
17	18 Extra Night at Retreat	19 Retreat	20 Retreat	21 Retreat	22	23
24	25 Memorial Day	26	27	28	29	30
31						



- 1-31 - Imagination Library Month
- 15 - State project, "Day of the Family"
- 18 - Extra night at Central Region Retreat at UT Southern, Pulaski
- 19-21 - Central Region Retreat at UT Southern, Pulaski

June 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 Creative Writing and CVU's due	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Best of the Best/ Kate Bagnall Scholarship/ Region Officer Nominations/ FCS Agent Appreciation Award due FCL Application	16	17 CR Executive Board Meeting, 9:30 am Zoom	18	19	20
21	22	23	24	25	26	27
28	29	30				



- 1 - CVU's, p. 30, due to Region VP for Public Policy – Lisa Harville
- 1 - Creative Writing, p. 41, due to Region VP for Programs – Anne Waggoner-Evans
- 15 – (1.)Best of the Best, p. 25, (2.) FCS Agent Appreciation Award, p.59 due to Region VP for Public Policy – Lisa Harville
- 15- (1.)Kate Bagnall Scholarship application p. 72-74 (2.) Region officer nomination form, p. 87
Due to Region VP for Programs- Anne Waggoner-Evans
- 17 - Central Region Executive Board meeting, 9:30 a.m., Zoom

July 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 New 50-year member application due	2	3	4 4 th of July
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19 NAFCE Conference	20 NAFCE Conference	21 NAFCE Conference	22 NAFCE Conference	23	24	25
26	27	28	29	30	31	



1 - New 50-year member application, p. 69, due directly to TAFCE VP for Programs – Anne Waggoner-Evans

15 - FCL application due to Region VP for Public Policy- Lisa Harville

19-22 - NAFCE Conference

August 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 TAFCE Officer Nominations /Craft Booth Reservation form/Annual Meeting packet mailed to voting delegates
2	3	4	5	6	7	8
9	10 State Board Meeting 11:30 Lebanon	11 FCL Training	12 FCL Training	13	14	15 CR Annual Meeting Credential form and registration due / Cultural Arts winners and Fashion Revue winners due
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					



- 1 - State officer nomination p. 88 due directly to TAFCE VP FOR PROGRAMS– Pam Alberto
- Craft booth registration form due to Region Treasurer- Sandra Poston
- Annual meeting packet mailed to Voting Delegates- Dana Evans
- 11-12- FCL training at Comfort Suites, Lebanon
- 15 - Credential form and registration p. 21 & 23 for Central Region
- Annual Meeting due to Region Treasurer – Sandra Poston
- 15 - Cultural Arts winners p. 45-51 due to CR CA Education Chair -Kenny Nix
- 15 - Fashion Revue winners p. 65-67 due to CR FR Education Chair – Joy McLerran

September 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 Begin Character Counts Respect	2	3	4	5
6	7 Labor Day	8	9 Central Region Executive Board Meeting 10:00 am	10 Central Region Annual Meeting 10:00 am	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			



1-- Begin Character Counts "Respect", p. 31-39

9 – Central Region Executive Board Meeting, 10am Murfreesboro
Lane Agri Park, Community Center

10 - Central Region Annual Meeting, 10am at Lane Agri Park,
Community Center, Murfreesboro, TN

October 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Dues/Co. Council Officers/ TAFCE Conf. Registration & Credential Forms due	2	3
4	5	6	7	8	9	10
11 National FCE week	12 National FCE week	13 National FCE week	14 National FCE week	15 National FCE week	16 National FCE week	17 National FCE week
18	19	20	21 CR Executive Board Meeting 9:30 am zoom	22	23	24
25	26	27	28	29	30	31 Halloween



- 1 – 2026 Central Region, TAFCE, & NAFCE membership dues p.53 and county membership list due to Region Treasurer – Sandra Poston
- 1 – 2026 County Council officer list p. 40 due to Region Secretary – Dana Evans
- 1 – TAFCE Conference registration due to TAFCE Treasurer – Sandra Poston
- 11-17 – National FCE Week
- 21 – Central Region Executive Board meeting, 9:30 a.m, Zoom

November 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Daylight Savings Time Ends
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15 TAFCE Conference	16 TAFCE Conference	17 TAFCE Conference	18 TAFCE Conference	19	20	21
22 National Family Week	23 National Family Week	24 National Family Week	25 National Family Week	26 National Family Week	27 National Family Week	28 National Family Week
29	30			Thanksgiving		



15-18 - TAFCE Conference
 22-28 - National Family Week
 26 - Thanksgiving

December 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	1	2	3	4 Hanukkah begins	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24 Christmas Eve	25 Christmas Day	26
27	28	29	30	31 New Year's Eve		



TAFCE, Central Region
Request for Individual, Club,
or County Booth
Central Region Annual Meeting
September 10, 2026
Lane Agri Park
Community Center
Murfreesboro TN

Name of contact person: _____

Phone: _____ E-mail: _____

County: _____

First Booth Request:

Description of Booth: _____

Second Booth Request:

Description of Booth: _____

COST: \$10.00 PER BOOTH, non-refundable fee must be submitted with this form due August 1. The capacity for booth space may be limited to 12 spaces. The individual or county booth will be limited to one booth space per county, unless there are available spaces remaining after the August 1 deadline. A second booth will be considered per the application form submitted. Requests will be accepted in order of the date received. Please furnish your own table(s). One space will be approximately 10' X 10'. Should we not be able to honor your second booth request, you will be notified in advance and receive the refund from the treasurer at the Annual Meeting. Send registration to region treasurer, Sandra Poston.

If your individual FCE registration for the Annual Meeting is not received by August 15, the booth space will be forfeited. Please notify your county treasurer that you have submitted a booth space request form as all vendors must be registered for the Annual Meeting.

Please submit form and fee to Central Region treasurer by the deadline of **August 1, 2026**, to Sandra Poston email sposton05@gmail.com.

(Revised December 2023)

Tennessee Association for Family and Community Education
Central Region Credential Form

Name _____

Address _____

E-mail Address _____

Phone Number _____ County _____

Person listed above is: (please check the appropriate box)

County Council President

Approved Alternate Voting Delegate

The person listed above is the official voting delegate for:

_____ County for the TAFCE, Central Region

Central Region Executive Board Member

ANNUAL MEETING ON: SEPTEMBER 10, 2026

Signed: _____

(County Council President or other officer)

Date: _____

Send Credential Form to the Central Region treasurer by **August 15, 2026.**

Central Region Treasurer – Sandra Poston

(Revised June 2024)

TAFCE, Central Region
Annual Meeting Information Sheet

Date: Thursday, September 10, 2026

7:30 a.m. Doors open booth space set-up.

8:00 a.m. to 9:30 a.m. Cultural Arts/Fashion Revue check-in

8:30 a.m. to 9:30 a.m. Registration check-in

9:45 a.m. Voting delegates are to be seated

10:00 a.m. Meeting begins.

COME EARLY TO SHOP!

**Location: Rutherford County UT Extension
Lane Agri Park Community Center
315 John R Rice Blvd
Murfreesboro, TN**

Reservation: Deadline for reservation is **August 15, 2026**. Reservation is \$25 and includes lunch, speaker or entertainment, prize money, judge's gifts, and miscellaneous expenses. Please submit your reservation to your club or county treasurer. **County treasurer to send the registration form, credential form, and fees to region treasurer, Sandra Poston.**

Business Meeting:

- Officer nomination forms are due by **June 15, 2026**, to VP for programs, Anne Waggoner-Evans. New Central Region officers to be elected are President, VP for Public Policy and Secretary.
- Voting delegate credential form is due **August 15, 2026**, to region treasurer, Sandra Poston.
- If you want to be on the Annual Meeting agenda, please contact TAFCE, Central Region President, Myra Fisher at myra111@comcast.net by August 1.

Booth Sales: If you or your county wish to sell items at the Annual Meeting, there is a \$10.00 non-refundable rental fee and a form to complete. (p.20) The capacity for booth space may be limited to 12 spaces. The individual or county booth will be limited to one booth space per county, unless there are available booth spaces remaining after the July 1 deadline. A second booth will be considered per the application form submitted. Requests will be accepted in order of the date received. Please furnish your own table (s). One space will be approximately 10' X 10'. Send registration to region treasurer, Sandra Poston. (p.20) 5247 Big Springs Road, Lebanon, TN 37090.

(Revised June 2024)

TAFCE, Central Region Annual Meeting

Thursday, September 10, 2026

Lane Agri Park

Community Center

315 John R Rice Blvd, Murfreesboro

Registration Deadline: August 15, 2026

Cost per Person: \$25 includes lunch, non-refundable

County _____

List of members attending (Please indicate with an asterisk* booth space rental.)

1. _____ Voting Delegate

President or designated delegate (Attach Credential form to this form)

6. _____

2. _____ 7. _____

3. _____ 8. _____

4. _____ 9. _____

5. _____ 10. _____

If more than 10, please use the back of this form to list attendees.

County Agent name: _____ Attending? Yes/No

(Agent, please pay event fee to include lunch. You may obtain a receipt from the region treasurer.)

Please indicate names of members who require a gluten-free, vegetarian meal, or have other dietary restrictions, and their specific dietary needs.)

Name _____ Specify gluten-free, vegetarian, or other dietary

restrictions Name _____ Specify gluten-free, vegetarian, or other dietary

restrictions

Total # attending _____ @ \$ 25 per person = \$ _____

Make Check payable to TAFCE, Central Region.

Note: County Treasurer, complete form and send it with the Voting Delegate credential Form and one check for total registration by **August 15, 2026**, to the Central Region Treasurer, Sandra Poston, 5247 Big Springs Road, Lebanon, TN 37090, 615-406-2454

(Revised June 2024)

“BEST OF THE BEST”

This award recognizes and honors outstanding members of TAFCE who have given over and beyond the normal in the performance of duties as a volunteer, through unselfish acts for the betterment of their community.

GUIDELINES FOR NOMINATION

1. Nominee must be an active member of TAFCE.
2. Three (3) letters of recommendation and three (3) forms of documentation must accompany each nomination form. Letters of recommendation may be submitted by members or non-members of FCE.
3. The three (3) letters of recommendation highlighting the accomplishments of the nominee should include:
 - a. A stated reason for nominating the individual.
 - b. Examples of how the FCE member (nominee) has actively promoted and/or marketed FCE.
 - c. Accomplishments and participation in FCE (i.e., local, region, state) in the last 10 years.
 - d. Recognition and awards in FCE or other organizations.
 - e. Membership or participation in community-related activities.
4. Documentation is limited to three (3) 8 ½ x 11 pages (front side of page only). Support documentation can be newspaper articles, pictures, or other relevant information. Do not submit original articles or photos. Entries can be digital photographs or copies of articles, photographs, or other information. (Committee will not be responsible for the return of original articles or photographs.)
A total of six (6) pages for both letters of recommendation and documentation.
5. Must be submitted in a plain three (3) ring portfolio.

COUNTY GUIDELINES

Each county may submit one nominee. If a nominee is not selected at the regional level as a “Region Winner,” that individual may be nominated again by their respective county in another year.

The county Vice President for Public Policy or County Council President should submit the nominee to the Region Vice President for Public Policy or designated Education Chair by region’s deadline.

REGION GUIDELINES

The Region Vice President for Public Policy or Education Chair should have an independent panel of judges to select a region nominee. All Central Region nominees will receive recognition at the annual meeting. The region winner will receive a monetary award from the region. The nominee information will be forwarded to the TAFCE Vice President for Public Policy no later than August 1 of each year.

There will be one nominee from each of the three regions (Western, Central and Eastern). Each region may submit only one nominee and this individual may not be submitted as a nominee from the respective region for a two-year time period.

The nominee from each region will receive a gift and monetary award of \$25.00 from TAFCE, to be presented during the annual TAFCE state conference.

STATE GUIDELINES

An independent panel of judges will be appointed to select the “BEST OF THE BEST” state award recipient from the three regional winners. The committee’s selection will be based on the information provided by the nominating region (refer to Guidelines for Nomination above).

The “BEST OF THE BEST” state award recipient will receive a commemorative gift and a monetary award in the amount of \$50.00 from TAFCE, to be presented during the annual TAFCE state conference.

The state award recipient will not be eligible for nomination or recognition for the “BEST OF THE BEST” award in the future.

All entries MUST comply with the published guidelines. Nominations that do not follow the guidelines will not be considered for competition.
--

County Due Date _____

Region Due Date: June 15 to
Region Chairperson

Revised 2023
State Due Date: August 1 to
State Chairperson

“BEST OF THE BEST”

~ Nomination Form ~

(Please include this form along with the other required documents.)

Name of Nominee: _____

Address: _____

_____ Zip Code: _____

Telephone Number: _____

County in which nominee is a member of:

Name of FCE Club nominee is a member of: _____

Name of individual/group submitting nomination: _____

Date nomination submitted: _____

Signature of County VP of Public Policy or County Council President

Signature of Region Vice President of Public Policy or Chairperson

Signature of TAFCE Vice President of Public Policy

Revised: December 2023

County Due Date _____

Region Due Date **June 15**

State Due Date **August 1**

to VP For Public Policy or Chairperson

to VP for Public Policy



Open Category Brochure Contest Information and Rules Sheet

Approved 8-22-14

Description/Purpose:

This contest is designed to be an opportunity for all National FCE members at all levels (state, districts, counties, clubs or individuals etc.) to compete in a National FCE contest. The brochure is to be a "stand-alone" item promoting FCE in some manner. The brochure does **not** have to be connected to a Program Award Contest. Brochures used in the Program Award Contest may **NOT** be entered in this contest.

BROCHURES MUST PROMOTE FCE TO BE CONSIDERED FOR AWARDS

Categories:

Contestants may enter **ONE (1)** different brochure in each of the **THREE (3)** following categories:

1. **FCE Marketing/Membership:** These brochures are used to provide information about FCE to members of your communities and potential members. This could include recruitment information etc.
2. **FCE Tools:** These brochures are used as a tool in FCE to provide information needed for FCE members or those in their communities.
3. **Other:** These are brochures that do not fit into either of the above categories but promotes FCE in some manner.

Open to:

This contest is open to all National FCE members, in good standing, at all levels. They may enter the contest as a state, district, county, group, unit, club or individual etc.

Judging:

The judging will be done by the National FCE board and/or committee with the same basic scoring categories and points as used in the National FCE Program Awards Book Brochure Contest.

Awards:

Winners and placers in each of the three categories will receive a National FCE voucher that may be used to purchase National FCE materials. First place receives \$100 voucher, second place receives a \$50 voucher, and Third place receives a \$25 voucher.

Other instructions:

- Brochures not adhering to all rules and instructions **may** become ineligible for awards.
- The FCE logo used on the front of the brochure can be from any level of FCE including national, state, district, county, group, unit, or club etc. **If the National FCE logo is used, a license agreement must be obtained from National FCE.**
- Contact information, located on the back of the brochure, should include things such as the name of organization or group, addresses, phone numbers, web site addresses and other important contact information.
- Each brochure contestant must have **15** original brochures sent to the National FCE Headquarters **on/or before April 15 of the current year.** They must also bring, or send, a minimum of 50 original brochures to the National FCE Conference.
- Contestants are encouraged, but not required, to attend the National FCE Conference.



Open Category Brochure Judging Sheet

Approved 8-22-14

Category (circle one): **FCE Marketing/Membership** **FCE Tools** **Other**

Title or Purpose of Brochure: _____

State: _____ Person submitting Brochure: _____

Email: _____ Phone: _____

Note: The Brochure must be an 8½" x 11" trifold that opens to the left.

Section	Points	Comments
The Brochure has essential information.	20	
a) The FCE logo is visible on the front when folded properly, opening to the left.	4 possible	
b) Contact information is included on the back when folded properly, opening to the left.	5 possible	
c) The front is eye-catching to draw someone into the brochure.	5 possible	
d) There is a compelling request for action promoting FCE.	6 possible	
The Brochure is easy to read.	45	
a) It has a creative, unique design.	15 possible	
b) The colors complement each other.	10 possible	
c) The message is clear.	20 possible	
The Brochure looks Professional	35	
a) The brochure is 8 ½ x 11, folds properly and opens to the left.	10 possible	
b) The information in the brochure is visibly balanced.	5 possible	
c) There are no spelling errors.	10 possible	
d) There are no grammatical errors.	10 possible	
Total points possible	100	

CERTIFIED VOLUNTEER UNITS

This is your record of volunteer time. Keep your records for future documentations of your volunteer experiences. **Make additional copies of the form (p.29) as needed. Certified Volunteer Units** are used to recognize individuals preparing for and completing volunteer work within FCE and the community. You can count telephone and travel time if it relates to your volunteer project. Any volunteer acts count except those for immediate family. (Example: meals for shut-ins, church work, hospital and nursing homes, charitable or non-profit organizations, etc.)

When you have completed 500 hours of volunteer service, you will receive a Certificate of Recognition from TAFCE. Five hundred (500) hours of volunteer time equals 50 CVUs. Each additional 500 hours will earn a seal to be affixed to the certificate, a maximum of 4 seals per certificate. **The maximum time span for turning in unreported hours is three (3) years.**

Keeping a record of CVU hours can help you in many ways. A record of your volunteer time can help you:

- * Prepare for more responsible leadership and/or volunteer positions with FCE and/or other organizations.
- * Seek paid employment. Properly documented volunteer work can be listed on a job application.
- * Seek elective office. Community involvement and public service are important qualifications for elective offices.
- * Qualify for awards and recognition. Honor and award applications usually ask for a listing of volunteer service.
- * Qualify for scholarships. Volunteer service verifies the scope of your interests and background.
- * To help you grow personally. Volunteering can be fun and personally rewarding. Serving others can be a life-changing experience.

To receive your certificate and/or seal (s), complete the Volunteer Service Summary Sheet. **Turn in CVUs in 500-hour increments only, not to exceed 2,000 hours per year unless documentation is presented to verify excess. Odd hours will be discarded.** Send only the Volunteer Service Summary (page 30) to your county or Region Vice-president for Public Policy as directed by your county. It will then be reported on the state form (page 31) and forwarded to the State Vice-president for Public Policy. **Check with your Region Vice-President for Public Policy for the deadline in your Region. It is very important that you adhere to these deadlines.** Keep your personal records for reference and documentation.

CERTIFIED VOLUNTEER UNITS

Volunteer Service Summary

Name _____ **County** _____ **Region** _____

City _____ **State** _____ **Zip** _____

Date Submitted for Recognition: _____

Date of Volunteer Activity	Type of Volunteer Activity	Hours of Volunteer Time	# of People Reached

TOTAL HOURS: _____
TOTAL PEOPLE REACHED: _____

County **Date**

Region **Date**

State **Date**

[The Total Hours must be submitted in 500-hour increments (i.e., 500, 1000, 1500, not to exceed 2000 per year)]

County Due Date: _____	Region Due Date: <u>June 1st</u> to Region VP of Public Policy	State Due Date: <u>July 1st</u> to State VP of Public Policy
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Revised 2023



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

National FCE Essay and Artwork Contest

2026 THEME: "Respect"

CHARACTER COUNTS!®

"Respect" is one of the Six Pillars of Character®

CHARACTER COUNTS!® and Six Pillars of Character®

are service marks of the CHARACTER COUNTS!® Coalition,
a project of Josephson Institute of Ethics
www.charactercounts.org





2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

ESSAY and ARTWORK CONTEST CRITERIA

RESPECT

Dear State President and Essay and Artwork Contest Chairman:

National FCE members nationwide present an annual contest for all 4th grade students in public, private, and home schools. National FCE's Essay and Artwork Contest promotes FCE's literacy programs, CHARACTER COUNTS!® and community involvement. The purpose of the 2026 contest is to encourage students to understand and practice **Respect**, one of the Six Pillars of Character®. The contest encourages students to strive for excellence and creativity in reading, writing, and drawing skills.

TIMELINE:

1. SUGGESTED COUNTY LEVEL:

- The contest will start at the county level.
- The contest can run **September 1, 2025, through March 31, 2026**. *This date may be adjusted as long as the State entry is postmarked to National FCE by April 15th.*
- Each county is responsible for notifying its local schools, library or other network that would have access to publicizing the contest to eligible 4th grade students. It is suggested that the principal of each school be contacted and asked for approval. Contact individual teachers after approval is given by the principal.
- Make sure the contact information is on the Teacher/Parent letter and the Permission Form
- Sign and complete the information for the fourth-grade teachers. Make a copy for each teacher you visit or contact.
- If you choose to inform them of the local and state awards, type an additional paper stating what the awards are.
- Retired teachers are a good source for judging the entries. **Each judge should receive a letter stating the contest criteria and a judging sheet with instructions.** This will ensure that judges will use the same criteria on all levels.
- Local groups and counties may provide prizes and recognition to local and county winners. Obtain a permission form from the county winner. Send this form with the essay and artwork.
- Each county should forward the original copies of their first-place winner to the State FCE Essay and Artwork Chairperson by the state deadline.

2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

2. State Level

- State FCE Associations will judge the winning entries from the counties/parishes in their state. Retired teachers are a good source for judging the entries. **Please use judging instructions and judging sheet included in this packet.** This will ensure that judges from all states will use the same criteria for all levels.
- State FCE Associations provide prizes and recognition to the state winners.
- Send the permission form and the original copy of the first-place winner for each state to the National FCE Headquarters postmarked by April 15, 2026. Please mail the winning entry in a 9"x12" manila envelope to avoid folding the Essay and Artwork.

3. NATIONAL LEVEL:

- The same judging criteria of creativity/content, grammar/punctuation/sentence structure, vocabulary, and presentation are used on all levels.
- The National 1st, 2nd, & 3rd place winners of the 2026 Essay & Artwork Contest will be announced at the National FCE Annual Conference in 2026.
- The National 1st, 2nd, & 3rd place winners receive visa gift card or check of \$250, \$150, \$50 respectively.
- The National 1st, 2nd, & 3rd place winners' entries will be recognized on the National FCE website, with approval.

CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both.

Do not color the picture.

Do not fold the picture.

Essay and picture should reflect the characteristic **Respect**. For drawings, use unlined, white paper approximately 8 ½ by 11.

For essays, use lined, white paper approximately 8 ½ by 11. The essay shall be a minimum of 50 words.

3. Students should write their name, date, his or her teacher's name, and the name of the school, or home schooled, on the back of the picture and the bottom of the essay.

Thank you for your time and effort in helping make this a successful National Family & Community Education Project in Literacy!



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

Dear Fourth Grade Teacher/Parent:

The National Family & Community Education members in _____ (state/county) are sponsoring a nation-wide contest. The contest is based on the characteristic **Respect**, and we are asking students to write a short essay or short story about this trait.

The contest starts at the county level, where entries will be judged, and winners recognized from the county. The first-place county entries will be forwarded to the state level. State FCE Associations will, in turn, judge and recognize winners for the state.

First place state entries will then be judged at the national level. The same judging criteria will be used in all states at all levels. These include creativity, content, grammar, punctuation, sentence structure, vocabulary, and presentation of the handwriting.

The National 1st, 2nd, & 3rd place winners receive a Visa Gift Card or check of \$250, \$150, \$50 respectively.

Contest criteria are as follows:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include an essay and a hand drawn picture. Use #2 lead pencil for both.
Do not color the picture.
Do not fold the picture.
 - Essay and picture should reflect the characteristic **Respect**.
 - For drawings, use unlined, white paper approximately 8½" x 11".
 - For essay, use lined, white paper approximately 8½" x 11". The essay should be a minimum of 50 words.
3. Students should write their name, date, his or her teacher's name, and name of the school, or home schooled, on the back of the picture and at the bottom of the essay.

We hope you will join us in encouraging our students/children to strive for excellence in their writing and drawing skills and in the understanding of **Respect**, an essential characteristic. More information may be obtained by contacting the FCE member below. Mail the Essay and Artwork entry to the member below.

Sincerely,

Name: _____

Address: _____

Phone Number: _____



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

2026 ESSAY and ARTWORK RESPECT PERMISSION FORM

(MUST be submitted with Essay and Artwork to be eligible for judging)

I give _____ my permission to participate in the Essay and Artwork Contest sponsored by the National Association for Family & Community Education. I also give permission for his/her photograph to be used in publications.

Parent/Guardian Signature: _____ Date: _____

My entry is entitled,

_____. This work was completed on my own. I understand that the essay and drawing become property of National FCE Association.

Student's Signature: _____ Date: _____

Student's Complete Address: _____ Phone Number: (_ _ _) _ _ _ - _ _ _ _

Teacher's Name: _____

Name of School: _____

School or Student mail essay and artwork by _____ to:

County winner mailed to State President by _____

State winner mailed to National FCE Headquarters by April 15.



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

PRESS RELEASE:

2026 Essay and Artwork Contest: **Respect**

The _____ Family and Community Education members join state/county/parish members across the nation in sponsoring an Essay and Artwork Contest for fourth grade students. This contest is held annually, and the theme this year is

Respect, one of the Six Pillars of Character. Students are to write an essay and create a hand drawn picture.

This FCE nationwide contest provides an opportunity for students to improve literacy skills and develop ethical values. The contest is open to any fourth grade-level student attending public, private, or home school.

The contest runs from _____ through _____. For complete information please contact,

_____ at (___) ___ - ____
FCE Contest Chairman Phone Number

Mail or fax your release 10 days in advance of the release date.

Date: _____



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

WEBSITE PERMISSION

Please check one of the following:

_____ I give permission to National FCE to place my child's Essay and Artwork submission on National FCE's website, www.naFCE.org. National FCE will only use my child's first name and the state we live in, also if my child signed their original Essay and Artwork, I give National FCE permission to alter it so that only his/her first name will show.

_____ I do not give permission for National FCE to place my child's Essay and Artwork submission on National FCE's website, www.naFCE.org.

Parent's Signature

Send this completed form to: NAFCE Headquarters
73 Cavalier Blvd. Suite 106
Florence, KY 41042



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

JUDGING INSTRUCTIONS

Dear Judge,

On behalf of the National Association Family & Community Education, we thank you for being an important part of our literacy project. It would not be a success without the time you so graciously give. If at any time during the judging process you need assistance or have questions, please feel free to contact me.

GENERAL INSTRUCTIONS:

A judging sheet has been provided. The theme of the essay and hand drawn picture is **Respect**. After scoring the entries, please attach the judging sheet to both the story and the drawing with a paper clip – please do not staple. First, second, and third place winners are to be selected. After judging and selecting the winners, please notify your local FCE representative to pick up the entries and judging sheets. **DO NOT NOTIFY THE WINNER.** The state or county will make an announcement and present the award.

THE CONTEST CRITERIA:

1. Any 4th grade level student in a public, private, or home school is eligible.
2. Entries are to include a short story and a hand drawn picture. Use #2 lead pencil for both.

Do not color the picture.

Do not fold the picture.

Essay and picture should reflect the characteristics of **Respect**.

For drawings, use unlined, white paper approximately 8 ½ x 11.

For essays, use lined, white paper approximately 8 ½ x 11. The essay should be minimum of 50 words.

3. Students should write their name, date, his or her teacher's name, and the name of the school, or homes schooled, on the back of the picture and at the bottom of the essay. We ask that you do not write or mark on the entries as it may be judged at a higher level.

Again, we thank you for your time.

Sincerely,



2026 National Essay and Artwork Contest

Based on CHARACTER COUNTS!®

Character Value: **Respect**

JUDGING SHEET

Name of Student: _____

DRAWING

Message (10 points)	_____
Creativity (10 points)	_____
Execution (10 points)	_____

ESSAY

Ideas (20 points)	_____
Organization (8 points)	_____
Voice (8 points)	_____
Word Choice (8 points)	_____
Sentence Fluency (8 points)	_____
Conventions (8 points)	_____

PRESENTATION (drawing & essay) (10 points)

(100 pts possible) TOTAL SCORE	_____

Judged by: _____ Date: _____

Trait Definitions

The 6+1 Trait Model of Instruction and Assessment comprises 6+1 key qualities that define quality writing. These are:

- Ideas--the main message
- Organization-- the internal structure of the piece
- Voice--the personal tone and flavor of the author's message
- Word Choice-- the vocabulary a writer chooses to convey meaning
- Sentence Fluency-- the rhythm and flow of the language
- Conventions--the mechanical corrections
- Presentation--how the writing actually looks on the page

TAFCE, Central Region County Council Information Sheet

The County Council Secretary is to complete this form with the name, address, phone number, and e-mail address for the 2026 County Council Officers. Please mail or email by the October 1 deadline to: **Dana Evans, Central Region Secretary.**

Information submitted: _____ County.

Office	Name	Address: street, city, state, zip code	Phone # including area code	E-mail Address <small>(If you do not have an e-mail, include an agent's or a family member's email that you could receive correspondence)</small>
President				
Pres. Elect/ Past Pres.				
Vice President for Programs				
Vice President for Public Policy				
Secretary				
Treasurer				
Education Chairperson(s)				

(Revised October 2021)

TAFCE

Tennessee Association of Family and Community Education

CREATIVE WRITING PROGRAM

Rules for TAFCE Creative Writing Program

1. Must be written by a TAFCE DUES PAYING MEMBER WHO IS NOT A PROFESSIONAL WRITER. (This means that she/he does not receive compensation for their work.)
2. Entries must NOT exceed 1,000 words and illustrations are prohibited.
3. Entries must be legibly handwritten in black ink or typed/printed in black ink with a font size of 12 or 14 on plain white paper. Entries will be judged for spelling, grammar, and punctuation.
4. Each entry must include writer's name, address, phone number, county, region, and category on a cover sheet. On the last page include name, county, and region in small letters.
5. Deadline for submitting entries is at the end of this form.
6. Those judged first and second place in each category in the county should be sent to the appropriate region's competition. First and second place region winners should be sent to the State for competition.
7. All entries judged from the State competition will be compiled into a booklet.
8. The state will award first place winners in each category \$10.00 and a booklet. Second place winners in each category will receive recognition.
9. TAFCE member may submit entries in any or all categories but only one entry per category.
10. Entries become the property of TAFCE and will not be returned.
11. Any entry will be disqualified if the above rules are not followed.

CATEGORIES

1. Poetry: any style
2. Essays: any subject or person
3. Short Stories
4. Children's Stories: **(No illustrations are to be submitted)**
5. Featured Article/News Article: can be club report publication or multi-media. Any original article will be accepted and must indicate on or with the article the name and date of publication. An online article should provide the URL or link to the publication. Any article may be scanned and submitted by email and must be accompanied by a cover sheet.
6. Miscellaneous: any entry that does not fit into above categories.

SCORING CRITERIA	POINTS
Introduction: Gets attention, indicates direction, etc. Well organized Body: Well organized Conclusion: Ends with a purpose, summarizes, etc.	20
Creativity/Originality	50
Results: effect on the reader	30
TOTAL	100

Due to:	County	Region	State
Date Due:	May 1	June 1	October 1
Give to:	County Chairperson	Region chairperson	State Chairperson

Revised - 2024



Cultural Arts Exhibit

Categories and Rules

	Category Description	Comments
1.	Basketry	Any material
2.	Beadwork	All bead worked except jewelry
3.	Ceramics	
4.	Chairs & Stools	Woven or Caned
5.	Crochet: Thread	
6.	Crochet: Yarn	
7.	Cross Stitch: Counted	Not Machine Cross Stitch
8.	Cross Stitch: Other	Not Machine Cross Stitch
9.	Decorative Painting	Tole, China Painting, Textile Painting (aprons), Stenciling, Any Other
10.	Diamond Painting/Art	Beads or Square beads - cannot be entered in beading
11.	Dolls	Any Type
12.	Embroidery: Hand	All Type including Brazilian, Ribbon, Crewel-all hand work
13.	Embroidery: Machine	All, including Machine Cross Stitch
14.	Fine Arts Painting: Acrylics	
15.	Fine Arts Painting: Drawings & Charcoal	
16.	Fine Arts Painting: Pastels	
17.	Fine Arts Painting: Oil	
18.	Fine Arts Painting: Watercolor	
19.	Floral Design	Any material except fresh/live flowers or fresh/live greenery
20.	Handcrafted Toy	Any Material
21.	Hand Stitching	Hardanger, Cutwork, Smocking, Applique, Swedish Embroidery
22.	Holiday Decoration: Christmas	Christmas only-can include Diamond Painting/Art
23.	Holiday Decoration: Non-Christmas	Any other items - no Christmas item -can include Diamond Painting/Art
24.	Jewelry: Beaded	No Diamond Art beading
25.	Jewelry: Non-Beaded	
26.	Knitting: Hand	
27.	Mosaic Art	No beading or Diamond Painting/Art
28.	Needlepoint	Any Type Canvas
29.	Paper Crafts	
30.	Photograph: Black & White - Person	Individual, single person or two or more persons
31.	Photography: Black & White - Place	Landscape, Scenery
32.	Photography: Black & White - All Other	
33.	Photography: Color - Person	Individual, single person or two or more persons
34.	Photography: Color - Place	Landscapes, Scenery
35.	Photography: Color - All Other	
36.	Pottery	
37.	Quilts: Applique & Cathedral Window	All work of member
38.	Quilts: Baby & Lap	All work of member
39.	Quilts: Embroidered - Hand	All work of member
40.	Quilts: Hand-Pieced & Hand Quilted	All work of member
41.	Quilts: Machine-Pieced & Hand Quilted	All work of member
42.	Quilts: Machine Pieced & Machine Quilted	All work of member
43.	Quilts: Hand or Machine Pieced & Professionally Quilted	All work of members EXCEPT quilting may be done by another FCE member or non-member, paid or free
44.	Quilt: Pillow	All work of member
45.	Quilt: Wall Hanging	All work of member
46.	Quilt: Other	All work of member: includes clothing, potholders, placemats, and rag-time quilts

REVISED: August 2024

Cultural Arts Exhibit

Category and Rules

47.	Repurposing	Recycling material to create something new
48.	Rug Making	Any Type
49.	Sculpture	Any Medium
50.	Stained Glass	Leaded or copper foiled
51.	Tatting	
52.	Weaving: Hand	No loom used
53.	Weaving: Loom	
54.	Woodworking	All wood working

1. An Individual may enter only one item per category regardless of multiple club, county, or region membership
2. All first and second place winners from each county can go to region to be exhibited. All first and second place winners from the region may go to the state to be exhibited. (Two entries per category may be exhibited). No substitution from original entry in county or region may be entered in the state exhibition.
3. Articles must be entirely the work of the TAFCE member EXCEPT for Category #43.
4. The art or craft must have been completed during the past year (since last competition). All photography categories must be pictures taken by member and framed within the current year.
5. No pre-printed (“cheater”) quilts will be accepted.
6. All frameable items must be framed.
7. Each member is responsible for arranging transportation for exhibits to and from the County, Region, and State Conference sites.
8. Each member is responsible for providing their own materials required to exhibit articles at the County, Region, and State Conference sites. If items are best displayed hung, please provide a means of hanging. Tape and nails cannot be used on walls.
9. Entries will be exhibited by categories.
10. Once an item is entered in a specific category at the county level, no one is authorized to change the category number at Region or State Level.
11. The judges have the option of disqualifying any item that does not fit the category.
12. A “Viewer’s Choice” award by popular vote will be presented.
13. A list of regional winners must be sent to State Chair as soon as chosen. You must use the Region Reporting Form found on the TAFCE.org website. All information is required.
14. The Tennessee Association for Family and Community Education (TAFCE), its officers or members, or the University of Tennessee Extension staff will not be responsible for any lost, misplaced, or damaged items. We do not anticipate any misfortunes, but this disclaimer must be clearly understood by all exhibitors.
15. All exhibitors must be TAFCE members in good standing.
16. Any new categories must be presented at the regional exhibition prior to bringing category to the state board for approval. The category must have statistics to show interest. Until the TAFCE State Board approves these categories, it cannot be exhibited at the State Conference competition.

REVISED: August 2024



TAFCE CULTURAL ARTS EXHIBIT—Information

Important: This form must stay with the exhibit entry: County-Region-State

Year: _____ Region: _____
County: _____ Club: _____
FCE Member: _____
Address: _____
City: _____ Zip Code: _____
Cell/Phone Number: _____
Email: _____

Be sure to use the latest Cultural Arts Category List

Category Number: _____
Category Name: _____
Item Description: _____
County Entry Number: _____
Region Entry Number: _____
State Entry Number: _____

TAFCE CULTURAL ARTS EXHIBIT—Information

Important: This form must stay with the exhibit entry: County-Region-State

Year: _____ Region: _____
County: _____ Club: _____
FCE Member: _____
Address: _____
City: _____ Zip Code: _____
Cell/Phone Number: _____
Email: _____

Be sure to use the latest Cultural Arts Category List

Category Number: _____
Category Name: _____
Item Description: _____
County Entry Number: _____
Region Entry Number: _____
State Entry Number: _____

TAFCE CULTURAL ARTS EXHIBIT—Information

Important: This form must stay with the exhibit entry: County-Region-State

Year: _____ Region: _____
County: _____ Club: _____
FCE Member: _____
Address: _____
City: _____ Zip Code: _____
Cell/Phone Number: _____
Email: _____

Be sure to use the latest Cultural Arts Category List

Category Number: _____
Category Name: _____
Item Description: _____
County Entry Number: _____
Region Entry Number: _____
State Entry Number: _____

TAFCE CULTURAL ARTS EXHIBIT—Information

Important: This form must stay with the exhibit entry: County-Region-State

Year: _____ Region: _____
County: _____ Club: _____
FCE Member: _____
Address: _____
City: _____ Zip Code: _____
Cell/Phone Number: _____
Email: _____

Be sure to use the latest Cultural Arts Category List

Category Number: _____
Category Name: _____
Item Description: _____
County Entry Number: _____
Region Entry Number: _____
State Entry Number: _____

County Reporting Form

Cultural Arts Winners

Entry Form Region: _____ Year: 20 _____

List your 1st and 2nd place winners only

1. Basketry: Any Material		
	1st Place	2nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		
2. Beadwork: jewelry, clothing, any other		
Name		
Address		
Phone		
County & Email		
Brief Description		
3. Ceramics		
Name		
Address		
Phone		
County & Email		
Brief Description		
4. Chairs and Stools: woven or caned		
Name		
Address		
Phone		
County & Email		
Brief Description		
5. Crochet Thread		
Name		
Address		
Phone		
County & Email		
Brief Description		
6. Crochet Yarn		
Name		
Address		
Phone		
County & Email		
Brief Description		
7. Cross Stitched Counted		
Name		
Address		
Phone		
County & Email		
Brief Description		

8. Cross Stitched-Other	1st Place	2 nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		
9. Decorative Painting		
Name		
Address		
Phone		
County & Email		
Brief Description		
10. Diamond Painting/Art		
Name		
Address		
Phone		
County & Email		
Brief Description		
11. Dolls		
Name		
Address		
Phone		
County & Email		
Brief Description		
12. Embroidery-Hand		
Name		
Address		
Phone		
County & Email		
Brief Description		
13. Embroidery- Machine		
Name		
Address		
Phone		
County & Email		
Brief Description		
14. Fine Arts Painting: Acrylics		
Name		
Address		
Phone		
County & Email		
Brief Description		
15. Fine Arts Painting: Drawings And Charcoal		
Name		
Address		
Phone		
County & Email		
Brief Description		

16. Fine Art Painting: Pastels		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			
17. Fine Arts Paintings: Oil			
Name			
Address			
Phone			
County & Email			
Brief Description			
18. Fine Arts Painting: Watercolor			
Name			
Address			
Phone			
County & Email			
Brief Description			
19. Floral Design			
Name			
Address			
Phone			
County & Email			
Brief Description			
20. Handcrafted Toys			
Name			
Address			
Phone			
County & Email			
Brief Description			
21. Hand Stitching			
Name			
Address			
Phone			
County & Email			
Brief Description			
22. Holiday Decoration: Christmas			
Name			
Address			
Phone			
County & Email			
Brief Description			
23. Holiday Decoration: Non-Christmas			
Name			
Address			
Phone			
County & Email			
Brief Description			

24. Jewelry-Beaded	1 st Place	2 nd Place
Name		
Address		
Phone		
County & Email		
Brief Description		
25. Jewelry- Non-beaded		
Name		
Address		
Phone		
County & Email		
Brief Description		
26. Knitting: Hand		
Name		
Address		
Phone		
County & Email		
Brief Description		
27. Mosaic Art		
Name		
Address		
Phone		
County & Email		
Brief Description		
28. Needlepoint		
Name		
Address		
Phone		
County & Email		
Brief Description		
29. Paper Crafts		
Name		
Address		
Phone		
County & Email		
Brief Description		
30. Photography- Black & White: Person		
Name		
Address		
Phone		
County & Email		
Brief Description		
31. Photography- Black & White: Place		
Name		
Address		
Phone		
County & Email		
Brief Description		

32. Photography- Black & White: All Other		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			
33. Photography-Color: Person			
Name			
Address			
Phone			
County & Email			
Brief Description			
34. Photography-Color: Place			
Name			
Address			
Phone			
County & Email			
Brief Description			
35. Photography-Color: All Other			
Name			
Address			
Phone			
County & Email			
Brief Description			
36. Pottery			
Name			
Address			
Phone			
County & Email			
Brief Description			
37. Quilts: Applique & Cathedral Window			
Name			
Address			
Phone			
County & Email			
Brief Description			
38. Quilts: Baby and Lap			
Name			
Address			
Phone			
County & Email			
Brief Description			
39. Quilts: Embroidered-Hand			
Name			
Address			
Phone			
County & Email			
Brief Description			

40. Quilts: Hand Pieced & Hand Quilted		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			
41. Quilts: Machine Pieced & Hand Quilted			
Name			
Address			
Phone			
County & Email			
Brief Description			
42. Quilts: Machine Pieced & Machine Quilted			
Name			
Address			
Phone			
County & Email			
Brief Description			
43. Quilts: Hand or Machine Pieced & Professionally Quilted			
Name			
Address			
Phone			
County & Email			
Brief Description			
44. Quilts: Pillow			
Name			
Address			
Phone			
County & Email			
Brief Description			
45. Quilts: Wall Hanging			
Name			
Address			
Phone			
County & Email			
Brief Description			
46. Quilts: Other			
Name			
Address			
Phone			
County & Email			
Brief Description			
47. Repurposing			
Name			
Address			
Phone			
County & Email			
Brief Description			

48. Rug Making		1 st Place	2 nd Place
Name			
Address			
Phone			
County & Email			
Brief Description			
49. Sculpture			
Name			
Address			
Phone			
County & Email			
Brief Description			
50. Stained Glass			
Name			
Address			
Phone			
County & Email			
Brief Description			
51. Tatting			
Name			
Address			
Phone			
County & Email			
Brief Description			
52. Weaving: Hand			
Name			
Address			
Phone			
County & Email			
Brief Description			
53. Weaving: Loom			
Name			
Address			
Phone			
County & Email			
Brief Description			
54. Woodworking			
Name			
Address			
Phone			
County & Email			
Brief Description			

Revised December 2023
Effective: January 2024



International Day of the Family



Observed and celebrated by people all over the world, International Day of the Family is a holiday which falls on May 15 and has been celebrated every year since 1994. The purpose of this global observance day is to celebrate the importance of family and also heighten awareness of issues that affect families all over the world.

Each and every year, since 1996, a theme has been chosen by the UN secretary-general. In 2026, the theme is **Families and New Technologies**. The UN uses the International Day of Families to highlight important issues that may affect the family structure in the near future, and to address different social, economic, or demographic factors currently impacting it.

For FCE, the purpose of celebrating the International Day of the Family is to raise awareness on such issues that are related to the family.

- Some communities have chosen to commemorate the day by organizing discussions or public exhibitions.
- Other county FCE organizations have celebrated the day by organizing education sessions for youth and children.
- FCE groups could plan to celebrate this day by identifying and reviewing families' needs, problems, and services.
- FCE clubs have also collected and sponsored funds for local families in need or community projects involving families and youth.
- Social media is a good platform to show the importance of families. You can upload family photos to the Internet using #WorldFamilyDay to make others aware of the occasion.

On this day, people often pledge to adopt healthy and good habits for their family. Families often choose to spend “extra” time together to celebrate the Day of the Family, by planning a backyard barbecue or picnic, playing games, visiting the zoo, hiking at a local park or nature reserve, or watching a movie together as a family. Sometimes families celebrate this day by organizing a neighborhood party with a family theme that has lots of sports and other activities that encourages bonding between families.

(Revised December 2023)

TAFCE, Central Region Dues and Membership Report

The Dues and Membership Report for 2026 is due no later than **October 1, 2026**, to the Central Region Treasurer, Sandra Poston.

Current forms and instructions for completion of the Dues and Membership Report will be sent to the County Treasurer from the Region Treasurer in July/August of 2026, following the NAFCE Conference, or as soon as received from the State Treasurer.

The dues report includes region, state, and national dues for 2026. Please submit the COUNTY membership list on an excel document to Region Treasurer, Sandra Poston by email to sposton05@gmail.com.

One check for the total dues from each county is made payable to TAFCE, Central Region and sent with the Dues Report and a hard copy of your membership list. Attach the original 2026 NAFCE Membership Form for any National members.

National Members: Any FCE member who wishes to become a national FCE member should complete the 2026 NAFCE membership form which is obtained from the county treasurer. The member sends her national membership form and check made out to the county to the local club treasurer, who will send to the county council treasurer along with the club dues. County council treasurers, please be certain you receive the current 2026 NAFCE membership form with an original signature from your FCE member, as no copies of the original signature are accepted by the NAFCE office.

When adding new members throughout the year, update the membership list by adding the new member to your membership list excel document, send the updated membership list (email or hard copy) with the check for dues to the Region Treasurer.

Send to Central Region Treasurer: Sandra Poston. Email- sposton05@gmail.com, 5247 Big Springs Road, Lebanon, TN 37090.

FAMILY AND COMMUNITY LEADERSHIP TRAINING

Family and Community Leadership (FCL) is a National Association for Family, Community and Education (NAFCE) leadership development, education, and training program. The W. K. Kellogg Foundation provided initial capital which supplemented the Tennessee Association for Family and Community Education (TAFCE) and University of Tennessee Extension (UT Extension) to establish the Tennessee FCL program.

TAFCE in partnership with UT Extension offers leadership workshops to prepare participants to become effective leaders to serve in their communities. They will become skilled in leadership, public policy, education, and advocacy. They will develop and strengthen their skills to benefit individuals, families, communities, FCE and other organizations. For more information go to: NAFCE (www.nafce.org) or TAFCE (tafce.tennessee.edu) website.

This is a two-session training consisting of 30 hours of classroom work. Usually, 15 hours of classroom work in the spring and 15 hours of classroom work in the summer. Both sessions must be completed within an 18-month period. It is expected of each member being educated and trained to become active leaders and serve in their local FCE club, county council, region board, TAFCE State Board, NAFCE Board or other community organizations.

The cost to attend FCL Training is as follows:

- A. FCE member-\$110.00, non-member-\$120.00, and FCS Agents-\$30.00.
- B. The TAFCE account will pay for a hotel room if an overnight stay is needed, and the room is shared with another participant or teacher. If a single room is requested, TAFCE will pay half the room fee, the remaining half the room fee to be paid by the participant or teacher.
- C. FCS Agents will make their own hotel reservation and pay all their own expenses.
- D. The TAFCE account will pay the costs for TAFCE board members to attend FCL training if they have not previously attended.

If interested in attending, please complete the *Application and Reimbursement Form*. A current TAFCE member may apply for reimbursement. See guidelines below.

Guideline for Reimbursement

The *Application and Reimbursement Request Form* may be completed by a current TAFCE member who is interested in attending the Family and Community Leadership Training. Reimbursement is provided by each Region Board for six (6) members per session to attend.

To qualify, you must complete 30 hours of training offered in two 15 hours training sessions. You may begin in either spring (April) or Fall (August). The reimbursement is offered on a first come, first served basis (preferably, one per county). If all six (6) reimbursements have been requested, a TAFCE member may request to attend, paying all their own expenses **and** provided space is available. **Failure to complete the required 30 hours in an 18-month period results in forfeiture of their payment** and the member cannot apply for reimbursement again. If space is available, they can participate at their own cost as a member. Exception may be granted for extenuating situations with approval of the Region Board.

Effective January 2023



Family and Community Leadership Training Application and Reimbursement Request Form

Are you applying for reimbursement? _____ if yes, see Reimbursement Guidelines.

Please circle which session you want to attend:

Spring Session

Fall Session

NAME: _____

ADDRESS: _____

Phone: _____ and/or Cell Phone: _____ Email: _____

Club: _____ County: _____ Region: _____

Why are you interested in FCL Training? _____

What do you expect to learn from the FCL Training? _____

Offices held in FCE: _____

Other Community or Organization Involvement: _____

Is this your first session _____ or second session _____

Signature of applicant: _____ Date: _____

Mail the application for this session to the Central Region VP for Public Policy. Mail your check/money order, payable to Central Region FCE, with a copy of the application to the Central Region Treasurer before February 15 for the spring session or June 15 for fall session.

Signature of Regional Officer: _____ Date: _____





APPLICATION FOR NATIONAL LEADER CERTIFICATION

To receive a certificate and official name badge provide the following:

- a. Proof of having received training: agenda/booklet, certificates (copy is fine), being given training using National FCE materials and team teaching
- b. Thirty hours of provable training **MUST** be provided in the following topics:

**LEADERSHIP
GROUP PROCESS
ISSUE ANALYSIS & RESOLUTION
PUBLIC POLICY
VOLUNTEERING & MENTORING
TEACHING TECHNIQUES**

- c. There is to be a minimum of **three hours each** of the listed topics. All 30 hours are to be accumulated in these 6 areas.

Use the back of the FCL Certificate for further information. It can be found on the FCE website: go to *Resources* and then to the *FCL* button.



**FAMILY COMMUNITY LEADERSHIP APPLICATION FOR NATIONAL
LEADER CERTIFICATION**

1. List of hours of training received in the required six (6) topics:

- a. LEADERSHIP: _____
- b. GROUP PROCESS: _____
- c. ISSUE ANALYSIS and RESOLUTION _____
- d. PUBLIC POLICY _____
- e. VOLUNTEERING and MENTORING _____
- f. TEACHING TECHNIQUES _____

TOTAL HOURS _____

2. List of Documents (i.e., number of certificate copies): _____

3. Name of Applicant: _____

4. Address of Applicant: _____

5. Phone Number of Applicant: _____

6. Email Address of Applicant: _____

FCE State President's Signature: _____

DATE: _____

GUIDELINES FOR TAFCE, CENTRAL REGION FCS AGENT APPRECIATION AWARD

This award recognizes excellence and honors UT Extension FCS Agents who have given over and beyond what might be expected in the performance of duties as an advisor to FCE on the county, region, or state level. The award will go to one individual within the Central Region on an annual basis.

GUIDELINES FOR NOMINATION

1. Nominee should be an extension FCS agent assigned with FCE duties.
2. Three (3) letters of recommendation and three (3) forms of documentation must accompany each nomination form. Letters of recommendation may be submitted by members or non-members of FCE.
3. The three (3) letters of recommendation highlighting the accomplishments of the nominee should include:
 - a. A stated reason for nominating the individual.
 - b. Examples of how the FCS agent (nominee) has actively supported or promoted FCE.
 - c. Accomplishments and participation in FCE programs, events, or training (local, region, state) within the last 5 years.
 - d. Recognition and awards obtained within FCE, UT Extension or other organizations.
4. Documentation is limited to three (3) 8½ x 11 pages (front side of page only). Support documentation can be newspaper articles, pictures, or other relevant information. Do not submit original articles or photos. Please submit copies only of photographs, articles, and other information. (Committee will not be responsible for, or the return of, original articles or photographs.) **A total of six (6) pages for both letters of recommendation and documentation.**
5. Submit in a plain three (3) prong folder.

COUNTY GUIDELINES

1. Each county may submit one nominee. If the nominee is not selected as the region recipient, that individual may be nominated again by their respective county in another year.
2. An agent who has won this award may be nominated again. Any county submitting the nomination must wait a minimum of five years before re-nominating the agent.
3. The County Council President should submit the nomination to the Central Region VP for Public Policy by the region deadline of June 15.

REGION GUIDELINES

1. An independent panel of judges will be appointed by the Board to select the FCS Agent Appreciation Award recipient from the county nominees. The panel's selection will be based on the information provided by the nominating county (see guidelines above.)
2. The FCS agent recipient will receive a commemorative plaque and a monetary award of \$200.00 from TAFCE, Central Region, to be presented during the Annual Meeting.

**TAFCE, CENTRAL REGION
FCS AGENT APPRECIATION AWARD**

Nomination Form
(This form should accompany the required documents)

Date: _____

Name of nominee _____

Address: _____

_____ Zip Code _____

Telephone number _____

Email address _____

County in which nominee serves as FCS agent _____

Name of County nominating this agent _____

Name of individual submitting this nomination _____

Phone number and/or email address _____

Signature of County Council President _____

Date _____ Phone number _____

Email address _____

Signature of Region VP for Public Policy

Date _____

=====
For office use only: Date form received _____

Due date:

County must submit to Region VP for Public Policy by June 15.

(Effective April 2022)

Family Community Leadership 60-hour FCL Trainer Certification

After you receive your FCL Leader Certificate, you may apply for national certification as a FCL Trainer. This requires 60 hours total in the application of leadership skills. Actual teaching/training situations require 20 or more hours. This could be 20 one-hour presentations or 40 half-hour presentations. Remember, an integral part of teaching/training under FCL criteria is the FCL model of team-teaching.

To document the necessary hours of applied FCL skills, list:

- A. TEAM TEACHING: topics taught, where, dates, length of presentation totaling 20 hours.
- B. COMMUNITY: action, type, where, dates and length of time totaling 20hours.
- C. PUBLIC POLICY: action taken, where, dates and length of time totaling 20hours.

Fill out the Application for National Certification as a Family Community Leadership Trainer. Have it signed by the State FCE President and/or State FCL Coordinator.

Send to National FCE Headquarters to receive your Family Community Leadership Trainer Certificate. Application for certification can be obtained from our website or by contacting National FCE Headquarters.

Some suggestions on how to get your 60-hour training

1. Serve on a non-profit board
2. Attend a City Council meeting
3. Attend a state legislative meeting
4. Write a letter to the editor of newspaper
5. Write to your representative or senator
6. Organize and perform a community service project
7. Organize and facilitate an issue forum
8. Organize and facilitate a successful fundraiser
9. Meet face-to-face with mayor or city government to discuss important issue (to you)
10. Spotlight your media skills by documenting (showcasing) your work with various outlets.
11. Run for an elected office.
12. Help in a campaign for someone running for office.

These suggestions need to be verified by date, location, and signatures of Boards/Mayors; newspaper clippings of events/projects or copies of letters.

<https://www.nafce.org/family-community-leadership>



**FAMILY COMMUNITY LEADERSHIP
APPLICATION FOR NATIONAL TRAINER CERTIFICATION**

To receive a certificate and official name badge provide a summary of the 60 hours of applied FCL leadership skills in the spaces below. Use additional pages, if necessary. There are two (2) pages to this application. Provide documentation of what was done in each area.

a) TOPICS TAUGHT: Where, when (dates), length of presentation, to total 20 hours or more _____

b) COMMUNITY ACTION TAKEN: Where, when (dates), length of time, to total 20 hours or more _____

c) PUBLIC POLICY ACTION TAKEN: Where, when (dates), length of time to total 20 hours or more _____

d) OTHER ACTIVITIES WHERE FCL LEADERSHIP SKILLS WERE APPLIED.

Name of Applicant : _____

Complete Address of Applicant: _____

Phone Number of Applicant: _____

Email Address of Applicant: _____

FCE STATE PRESIDENT'S Signature:

DATE: _____

TAFCE FASHION REVUE

First and second place winners in each category are due to the Education Chair (see current year's due dates) for competition and judging. **First and Second Place Winners at the Region Contest are eligible for the TAFCE State Fashion Revue contest.** Winners are responsible for transporting the item to TAFCE State Conference.

CATEGORIES

Constructed Items

1. Suit, dressy ensemble, or better dress
2. Jacket, blazer, or coat
3. Casual and active wear
4. Children's casual and better wear (ages 12 or under)
5. Teen's casual and better wear (ages 13 - 18)
6. Sewing for an adult (over 18)
7. Recycled garment (utilizing used materials)
8. Wardrobe accessory (belt, tote bag, handbag, scarf, vest, hat, etc.)
9. Decorative Sweat wear (sweatshirt, sweatshirt jacket, etc.)
10. T-shirts Embellished
11. Embellished Accessories
12. Embellished Aprons
13. Aprons - constructed
14. Tie Dye- any
15. Costumes

Purchased Items

16. My Best Fashion Purchase: Casual Wear
17. My Best Fashion Purchase: Better Dress

GUIDELINES

Sewing Skills

1. The participant **MUST** be a TAFCE member in good standing.
2. The garment must have been made within the last year.
3. Garments can be worn or displayed on a hanger.
4. All work must be entirely by the TAFCE member.
5. The judges are encouraged to use these criteria for judging:
 - a. Construction
 - b. Suitability of fabrics

Buying Skills

1. The participant **MUST** be a TAFCE member in good standing.
2. The garment must have been purchased within the last year.
3. The judges are encouraged to use the TAFCE score card as the criteria for judging.
 - a. Construction
 - b. Suitability of fabric
 - c. Quality of fabric

TAFCE Fashion Revue Judging Scoresheet

I. Constructed Garments: Categories 1-14

	Excellent	Good	Fair
Construction			
Suitability of Fabric and Color			
Quality of Fabric			
Age Appropriate			
Cost Value (Original) \$			
Cost Savings (Reduced Price) \$			
Benefit of Adding Garment to Wardrobe			
Seasonal			
Occasional			
Year Around			

Notes:

II. Purchased Items: Categories 15 & 16

	Excellent	Good	Fair
Suitability of Fabric and Color			
Age Appropriate			
Cost Value (Original) \$			
Cost Savings (Reduced Price) \$			
Benefit of Adding Garment to Wardrobe			
Seasonal			
Occasional			
Year Around			

Notes:

TAFCE FASHION REVUE PERSONAL DATA SHEET

The information on this form is used to assist with preplanning the Fashion Revue. It is important to **complete all sections.** **PLEASE PRINT YOUR INFORMATION.**

Name: _____ County: _____ Region: _____

Address: _____ Phone: _____

City: _____ State: _____ Zip: _____

Category: _____ Club: _____

Sewn Outfit or Accessories

Pattern Number: _____

Cost of fabric, pattern, etc.: _____

Estimated cost if purchased ready-made: \$ _____

Estimated Savings: \$ _____

Purchased outfit/accessories (new/used):

Cost: \$ _____

Estimated "original" cost: \$ _____

Estimated Savings: \$ _____

Write a suggested script for your outfit. Include what you learned while making this outfit and Interesting, humorous, or educational experiences you had in creating, wearing, or finding this outfit or accessory. Describe the fashion details of your outfit. Refer to the description on the pattern envelope. Be informative, but keep the description lively and fun by using active words:

Attach a photograph of the outfit you will enter (pattern envelope illustration or sketch is acceptable).



Fashion Revue Winners Entry Form

County:

Region:

Year:

List your 1st and 2nd place winners only.

1. Suit, dressy ensemble, or better dress		1st Place	2nd Place
Name			
Address			
City, State, Zip			
Phone			
County			
Email			
2. Jacket, blazer, or coat			
Name			
Address			
City, State, Zip			
Phone			
County			
Email			
3. Casual and active wear			
Name			
Address			
City, State, Zip			
Phone			
County			
Email			
4. Children's casual and better wear (ages 12 and under)			
Name			
Address			
City, State, Zip			
Phone			
County			
Email			
5. Teen's casual and better wear (ages 13-18)			
Name			
Address			
City, State, Zip			
Phone			
County			
Email			

6. Sewing for an adult (over 18)**1st Place****2nd Place**

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

7. Recycled garment (utilizing used materials)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

8. Wardrobe accessory (belt; tote bag; handbag; scarf; vest; hat; etc.)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

9. Decorative Sweat wear (sweatshirt; sweatshirt jacket, etc.)

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

10. T-shirts Embellished

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

11. Embellished Accessories

Name		
Address		
City, State, Zip		
Phone		
County		
Email		

12. Aprons Embellished	1 st Place	2 nd Place
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
13. Aprons- Constructed		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
14. Tie Dye- Any		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
15. Costumes		
Name		
Address		
City, State, Zip		
Phone		
County		
Email		
16. My Best Fashion Purchase- Casual Wear		
Name		
Address		
City, State, Zip		
County		
Email		
17. My Best Fashion Purchase- Better Dress		
Name		
Address		
City, State, Zip		
County		
Email		

**TAFCE, Central Region
Fashion Revue Viewer's Choice Award**

A "Viewer's Choice Award", determined by popular vote, will be presented to the Central Region Fashion Revue entry receiving the most votes at the Central Region Annual Meeting. This has been adopted only by the TAFCE Central Region Board and does not apply to the Eastern or Western Regions or at the TAFCE (state) level.

VOTE



(Adopted November 2020.)

TAFCE 50 YEAR MEMBER APPLICATION FOR CERTIFICATE

NAME: _____
(Print legibly or type EXACTLY as you want it to appear on certificate)

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

REGION: _____ COUNTY: _____ CLUB: _____

YEARS OF MEMBERSHIP: _____ YEAR FIRST JOINED: _____

HIGHLIGHTS OF MEMBERSHIP: _____

Signature of Applicant: _____ Date: _____

Person to Contact if other than applicant: _____

Contacts information: phone: _____ Cell: _____

Email: _____

Revised: January 2022



HEART OF FCE AWARD GUIDELINES



Objective:

To pay special tribute to the unsung *grassroots members who have made a difference in their communities through their FCE work.

Criteria:

1. Must be a grassroots member nominated by his/her peers.
2. Must be verified current member of National FCE to be nominated.
3. Photo must accompany the form.
4. State FCE president must sign form of state winner for the Heart of FCE Award.

Selection Process:

1. Heart of FCE Award form is available from the State FCE President, the National FCE Headquarters, or by enlarging the page in the NAFCE Handbook.
2. Counties choose a nominee for the Heart of FCE Award. Individual efforts, projects and results, or other contributions made by nominee for FCE need to be included on the nomination form. Form and recent photo are sent to region FCE Association.
3. Region FCE Association selects the Heart of FCE Award winner and forwards the winner's form and photo to the state FCE Association.
4. State FCE Association selects the Heart of FCE Award winner, the state president signs form and forwards the form and photo to the National Chair for the year, post-marked not later than March 1.
5. National FCE will recognize one Heart of FCE Award winner per state at the National FCE Conference with a specially designed Heart of FCE pin.
6. Clubs, counties, regions, and states are encouraged to recognize Heart of FCE nominees and award winners at their county, region, or state meetings or in another appropriate manner with the Heart of FCE lapel pin. The lapel pin is a special design for use within the state and may be ordered from the National FCE Headquarters. Call toll free 877-712-4477 to order.

****grassroots member- someone not currently serving on the National, State, Region Board.***

(Reworded for Tennessee from 2005 NAFCE Handbook)

NAFCE HEART OF FCE

Due Date: See Below

Each state submits **ONE** nominee.

State sends to NAFCE CHAIR:

Name of Nominee:

Address:

Phone:

Club:

Please attach recent head photograph (2 x 2) of nominee (original photo requested)

Briefly describe reason for recommendation for the **Heart of FCE Award**. Please include individual effort, any project and results, and other contributions made by nominee while working in FCE. For publicity purposes, **limit the summary to 100 words or less.**

Name of person submitting:

Office/Title of Person:

Address:

Phone:

State President's signature: _____

County Due Date

Region Due Date: Feb. 1
to Region President

State Due Date: March 1
to State President

KATE BAGNALL SCHOLARSHIP APPLICATION

Name of Applicant: _____

First

Middle

Last

Address: _____

Street

City

State

Zip

Telephone No. _____ County _____

High School _____

Street _____

City

State

Zip

Year of Graduation _____

College Choice _____

Street _____

City

State

Zip

Date of Birth: _____ Number in family living in your home _____

Marital Status _____ Ages of dependent children (if any) _____

Work Activities: Are you presently employed? _____

Where: _____

What type of work and how many hours per week? _____

FCE Activities

How many years as a member? _____ Where _____

List offices held/committee chairperson/leadership:

Local club _____

County _____

Region _____

State _____

Are you currently enrolled in a college or vocational school? _____

If so, Where? _____ No. of hours completed _____

Kate Bagnall Scholarship Application (Continued)

Work: Are you presently employed? _____ Where? _____

What type of work? _____ Hours per week employed. _____

How many years an FCE member? _____ Local Club? _____

List offices held/committee chairperson/leadership activities:

Local Club _____

County _____

Region _____

State _____

Please Attach:

1. A one-page essay describing in your own words and handwriting why you want to receive this scholarship and “where I see myself five (5) years into the future”.
2. A copy of college transcript if you are previously enrolled in a college, university, or vocational school.

Signature of applicant: _____

Date: _____

Applications for this scholarship must be postmarked by June 15 of the current year.

Application and copy of transcripts should be sent to:

Central Region Vice President for Programs, Anne Waggoner-Evans.

TAFCE, Central Region Kate Bagnall Scholarship Guidelines

TAFCE, Central Region is offering a \$1000 scholarship to two FCE members who desire to further his/her education. To apply, the following criteria must be met:

- Applicant must be an active FCE member in good standing that desires to further his/her education.
- Applicant must be enrolled in a school of higher education which offers a certificate, diploma, or degree.
- Applicant must maintain a G.P.A. of 2.5 to be eligible.
- If applicant is currently enrolled in high school or college, a transcript which includes their G.P.A. must accompany the application.
- Applicant must be willing to be interviewed by the scholarship committee, if desired.

The scholarship recipient will be paid \$1000 to be used for the purchase of books/supplies for enrolled classes. The scholarship committee must be notified of any change that would make the applicant ineligible for the scholarship. If recipient should drop out of school without valid reason, the scholarship must be repaid. A recipient may reapply but must have maintained a 2.5 G.P.A. to be eligible.

The recipient would receive the money in December between the Fall and Spring semesters. The Central Region VP for Programs shall submit the request for payment to the Central Region Treasurer by Dec. 1.

The scholarship winner is invited to attend the TAFCE Central Region Annual Meeting in September. If attendance is not possible, a video may be submitted explaining how receiving the scholarship has impacted their life.

In order to apply, fill out the application and send it along with a copy of your transcript(s) to the Central Region Vice President for Programs. Include a one-page essay describing in your own words and handwriting why you want to receive this scholarship and "where I see myself five years into the future."

DEADLINE TO APPLY: Postmarked by June 15 of current year.

(Revised November 2020)

TAFCE, Central Region Retreat Class Registration

Please complete in entirety and print in INK

Name of Participant _____

Street Address _____

City, State, Zip Code _____

County _____ Phone _____

Email (Required)—May use agent's _____

Please fill it out carefully! Most class costs will include materials—check class descriptions. Select the classes you want to take. Check the class schedule for starting times (some classes are one, two, or more hours long). Make certain to list the correct day and time that you want to take the class. Your class schedule confirmations will be sent to your County FCS agent. Remember, early registration secures your preferred class!

Tuesday, May 19 full-time/day/commuter participants

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Night Owl: Class # _____ Class Name _____ Cost \$ _____

Wednesday, May 20 full-time/day/commuter participants

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

Class # _____ Class Name _____ Cost \$ _____ Time _____

I will attend Movie 7 PM – 9PM Yes No

Kit requests are for classes you want to take but cannot, due to time restraints, or if you want an extra one to take home. Not all teachers will offer kits, so make certain to check class descriptions before ordering. Take Home Kit Requests:

Class # _____ Class Name _____ Cost \$ _____

Class # _____ Class Name _____ Cost \$ _____

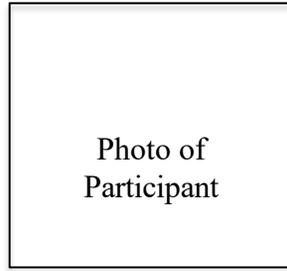
Class # _____ Class Name _____ Cost \$ _____

Return registration and check made payable to "TAFCE, Central Region" postmarked by **April 15, 2026**. All mailed payments must be by check, not cash. A \$20 late fee will be assessed if postmarked after April 15, 2026. If you have questions, contact Sarah Sharp.

Send registration form to **Sarah Sharp, 166 Speedwell Lane, Lebanon, TN 37087**

email- sarah.sharp08.ss@gmail.com

(Revised 12/2019)



Name _____

County _____

ADULT ACTIVITY AND EVENT ACCEPTANCE FORM**Volunteer or Paid Staff Member**

The purpose of this form is to give you an opportunity to provide information concerning your health in case of an emergency. You must complete sections I, II and IV. Section III is optional. If under age 18, you should complete Form 600-A.

I. IDENTIFICATIONName _____ Home Phone (____) _____
Last First MiddleDate of Birth _____ Sex Male FemaleHome Address _____
Street/P.O. Box City State ZIPEmergency Contact _____
NameAddress _____ Home Phone (____) _____
Street/P.O. Box City State ZIP

Relationship _____ Work Phone (____) _____

II. PUBLICITY RELEASE

As indicated by the signature below, I authorize the University of Tennessee, Tennessee State University, and the Tennessee 4-H Foundation to photograph, film, audio/video record and/or televise my image and voice, and biographical material, in whole or in part in any medium now known or developed in the future, without any restrictions.

Signature _____ Date _____

Date received in 4-H Center or county office _____

Name _____

County _____

III. HEALTH HISTORY AND MEDICAL RECORD

The information on this form will be provided to any health care providers in case of an emergency. This information will not be used to discriminate against a participant on the basis of any disability.

Name of Physician _____ Phone (____) _____

Medical/Hospital Insurance _____ Carrier _____ Policy of Group # _____

CHECK ALL THAT APPLY

Allergy to medicine, food, plant, or insect toxin. Explain _____

Is participant allergic to the following drugs: Penicillin Sulfa Drugs Tetracycline Aspirin

List allergies to other drugs or allergens _____

Any condition that may require special care, diet or restriction of activities for medical reasons. Explain _____

Asthma Heart Trouble Nosebleeds Diabetes Convulsions Fainting Spells

Do you wear? Dentures Contact Lens Other (Explain) _____

Is any medication, including medication for behavior modification, being taken at the present time? Yes No

If yes, explain _____

Date of most recent examination _____

Are you aware of any current health problems? Yes No If yes, explain _____

Is there any disease, accident, illness or past/present history related to the following? (If yes, please give dates and full details.)

	No	Yes	Year		No	Yes	Year		No	Yes	Year
Serious Illness/Injury	<input type="checkbox"/>	<input type="checkbox"/>	_____	Appendicitis	<input type="checkbox"/>	<input type="checkbox"/>	_____	Rheumatic Fever	<input type="checkbox"/>	<input type="checkbox"/>	_____
Surgery	<input type="checkbox"/>	<input type="checkbox"/>	_____	Kidney Infection	<input type="checkbox"/>	<input type="checkbox"/>	_____	Blood	<input type="checkbox"/>	<input type="checkbox"/>	_____
Ears/Eyes	<input type="checkbox"/>	<input type="checkbox"/>	_____	Back/Limbs/Joints	<input type="checkbox"/>	<input type="checkbox"/>	_____	Stomach	<input type="checkbox"/>	<input type="checkbox"/>	_____
Teeth/Tonsils	<input type="checkbox"/>	<input type="checkbox"/>	_____								

Immunizations	Last Yr. Given	Immunizations	Last Yr. Given	Have Had
Tetanus	_____	Measles	_____	<input type="checkbox"/> Measles
Diphtheria	_____	Mumps	_____	<input type="checkbox"/> Mumps
Polio	_____	Rubella	_____	<input type="checkbox"/> Rubella
Hepatitis (A, B or C)	_____	Varicella (Chicken Pox)	_____	<input type="checkbox"/> Chicken Pox
(circle one/any)				<input type="checkbox"/> Tuberculosis

IV. EMERGENCY MEDICAL RELEASE

In consideration of my participation in the 4-H activity or event, I provide the following release. I understand that a health problem or a medical emergency may develop that necessitates the administration of medical care, hospitalization, or surgery. In the event of illness or injury, I hereby authorize the University of Tennessee, Tennessee State University, and its representative(s) or agents(s) to secure any necessary treatment, including the administration of anesthetics and surgery. I further give permission to the University of Tennessee, Tennessee State University, and its representative(s) or agent(s) to provide this medical history form to health care personnel. I authorize my physician, health care provider or any hospital to provide reasonable and necessary medical treatment or supplies. Either the original permission or a photostatic copy thereof is valid as an authorization.

I recognize that the event does not provide sickness or accident insurance coverage for participants. I accept responsibility for payments of those medical costs incurred for injuries or illnesses.

I have read this Release and Assumption of Risk Agreement and signed it on behalf of myself, my heirs, assigns and anyone entitled to act upon my behalf.

* Signed _____ Date _____
Volunteer or Paid Staff Member's Signature Month/Day/Year

*If for any reason you do not sign this, you must complete and sign Form 600-C.

F600B (Rev) 02/14

Programs in agriculture and natural resources, 4---H youth development, family and consumer sciences, and resource development.
University of Tennessee Institute of Agriculture, U.S. Department of Agriculture and county governments cooperating.
UT Extension provides equal opportunities in programs and employment.

TAFCE, CENTRAL REGION RETREAT

May 18 – May 21, 2026

UT Southern, Pulaski, TN Information Sheet

What is Retreat? Retreat is a newer term to replace camp, which was held in a more rustic location in the past. It is a time to “retreat” from your daily responsibilities and stresses – no cooking, no cleaning, no laundry! It is a season to grow friendships, both new and old; a time to invest in yourself as you select classes, tours, craft/marketable skills, and educational classes. Retreat includes speakers to expand your knowledge and understanding regarding relevant topics, and entertainment to cultivate joy in your life. There are scheduled times for exercise, relaxation, and shopping at the “General Store” and at a “Silent Auction”.

Scholarships: The Mildred F. Clarke Scholarship is available for first timers (if you have never attended camp or retreat before), page 85-86. Star Scholarships are won at random at the previous in-person retreat, page 84.

Registration: Monday, May 18, registration time is **2:00-5:00 p.m.** for those spending an extra night at retreat. Tuesday, May 19 and Wednesday, May 20 registration is from **8 a.m. to 9:30 a.m.** There will be designated parking spots for unloading your car near the dormitory entrance. Look for the signs on campus for retreat dorms and registration! **Registration will be in Criswell Hall Lobby.**

What to bring: We are staying in a dorm room for two people with a community bathroom. Each person has her own bed. **Bed height is 30 inches and cannot be lowered. Suggest you bring a step stool, if needed.** Bring bed linens for an extra-long twin bed, a foam or pillow top mattress is recommended; pillow, blanket, towels, washcloth, soap/shampoo, toothpaste, toothbrush, deodorant, etc., a jacket/sweater, several changes of clothing (or layers) to accommodate the heat of summer and air-conditioned meeting rooms, good pair of closed toe walking shoes for safe walking to classrooms, umbrella, flashlight, and your phone or camera to capture the fun! Remember to bring the classroom supplies not provided by teachers. There are only six rooms on ground level. Be considerate of others before requesting the ground floor.

Apartment Request: {Must have four people per apartment (4 bedrooms in each apartment) Limited number of first floor rooms. Location requires transportation to all classes, dining, and group areas unless you can walk three blocks uphill.} Must have all roommates identified and listed on this form, do not have to be from same county but it is your responsibility to find your roommates prior to submitting.

Bingo: Bingo will be on Monday night in the cafeteria. Please bring items for bingo prizes.

Silent Auction: Each county is encouraged to bring one or more theme baskets or quality items to be auctioned. The value is to be at least \$20. Please bring items to the auction room during “open” hours. Proceeds from this auction are designated for the Mildred Clarke Scholarship Fund. The intent of this annual auction is to fund future scholarships.

General Store: In 2026 we will again offer a “Boutique” store for \$5 items and a “Bargain Basement” Store. **Participants are encouraged to donate only gently used:** books, games, decorations, craft supplies, garden items etc. in good working order and to shop for treasures! **We are not accepting clothing this year.** Please bring items to the general store during “open” hours. Proceeds from the General Store are used for the Star Scholarship. Five names will be chosen at random for Star Scholarships to be used the following year. All participants (full and day) are eligible, and winners need not be present to win.

TAFCE, Central Region Retreat Instructor Form 2026 Marketable Skills and Learning Session Classes

Learning Session Class _____ Marketable Skills/Craft Class _____ Walk-In _____

Instructor Name _____ Phone (____) _____

Street Address _____

City _____ State _____ Zip _____ County _____

Email **REQUIRED:** (May use agent's) _____

Check one: Agent _____ FCE Member _____ Non-FCE Member _____

Craft Class to be taught _____ Cost: _____

Learning Session to be taught _____ FCL Class **Yes or No**

Alternate or co-teacher (**RECOMMENDED**): _____

Time needed to complete craft or session: Circle One **15-minute** 1 hr, 2 hr, 3 hr, 4 hr

(Note: Consider the time needed for completion if the attendee has never crafted)

Number of persons per class _____ Number of classes I will teach _____

Please check if class is for **BEGINNERS** **ADVANCED** **EITHER**

Can participants drop in to begin their project at any time during class? **Yes or No**

List all supplies the participant will need to bring to class (scissors, needles, pins, etc.)

Will you have "Take Home Kits" furnishing all supplies? **Yes No** Cost of Kit? _____

Check the day(s) and approximate time(s) you request to teach your class(es):

Tues., May 19 morning _____ afternoon _____ Night Owl _____

Wed., May 20 morning _____ afternoon _____

Please circle any of the following that you need for your craft or learning session:

tables – how many? chairs? electricity? water

faucet? other requirements?

A digital photo of the completed craft or educational session and a short class description in word Format is required via email. Please return this form no later than **February 15 to Kaycee Smith, 1331 Leo Bake Rd, Ashland City, TN 37015; email: kdcsmith@att.net; phone: 615-504-9956.**

FULL-TIME PARTICIPANTS
2026 TAFCE, Central Region Retreat Registration
May 19-21, 2026 (May 18 extra night)

Cost: \$145.00 Per FCE Member
Cost: \$155.00 Per Non FCE Member

Cost Extra Night: \$35.00 per FCE Member Cost
Extra Night: \$45.00 per Non FCE Member

COUNTY: _____

	Names	Amount Paid	Scholarship Recipient	Special Need /1st Floor Room	Extra Night/ and/or single room	Age If under 21	Health Forms attached
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Number of Full-Time Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms and the **completed Health Form F-600B with photo ID for each participant** (FULL AND DAY) and ONE CHECK for total registration fees payable to TAFCE, CENTRAL REGION – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Sandra Poston. Keep a copy of this form for your files. (You may want to bring a copy with you to retreat for comparison purposes.)

DUE DATE FOR COUNTY TREASURERS TO SEND TO REGION: APRIL 15

ONE DAY / COMMUTER PARTICIPANTS

**2026 Central Region FCE Retreat Registration
Tuesday, May 19, 2026**

Cost: \$35.00 Per FCE Member

Cost: \$45.00 Per Non FCE Member

COUNTY: _____

	Name	Amount Paid	Scholarship Recipient	Age if under 21	Health Forms
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Number of One-Day Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms and the **Health Form F-600B with photo ID for each participant (FULL AND DAY)** and ONE CHECK for total registration fees payable to TAFCE, CENTRAL REGION – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Sandra Poston. Keep a copy of this form for your files.

(You may want to bring a copy with you to retreat for comparison purposes.)

**ONE DAY /COMMUTER PARTICIPANTS
2026 TAFCE, Central Region Retreat Registration
Wednesday, May 20, 2026**

Cost: \$35.00 Per Person – FCE Member

Cost: \$45.00 Per Person – Non FCE Member

COUNTY _____

No.	Name	Amount Paid	Scholarship Recipient	Age if under 21	Health Forms
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Number of One-Day Participants: _____ Total Amount Due: _____

Send this completed form along with the registration forms and the **Health Form F-600B with photo ID for each participant (FULL AND DAY)** and ONE CHECK for total registration fees payable to TAFCE, CENTRAL REGION – PLUS ONE CHECK for Scholarship Winner (if there is one) and mail to: Central Region Treasurer, Sandra Poston. Keep a copy of this form for your files. (You may want to bring a copy with you to retreat for comparison purposes.)

TAFCE, Central Region Retreat
Individual Registration Form
University of Tennessee Southern - Pulaski, Tennessee
May 19-21, 2026 (May 18 extra night)

PLEASE TYPE OR PRINT CLEARLY

Extension Agent: Yes or No

Name: _____ County: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____ Phone: _____

Email: **Required** (May use agent's) _____

Emergency Contact: _____ Relationship: _____ Phone: _____

Have you ever received the Martha Clarke Scholarship? Yes__ No ____ Is this your first-time attending retreat? Yes __No ____	TAFCE Member/ Agent	Non- Member	Amount to pay as applicable.
All-inclusive 3 days and 2 nights: Tues. lunch and dinner, Wed. 3 meals, Thurs. Breakfast	\$145	\$155	
Extra night lodging (Campus Only) Monday, May 19 (includes Tues. breakfast)	\$35	\$45	
Day commuter participant, Tues., May 20 (includes lunch and dinner)	\$35	\$45	
Day commuter participant, Wed., May 21 (includes lunch and dinner)	\$35	\$45	
Late Fee if postmarked after April 15	\$20	\$20	
I require first floor accommodations due to mobility limitations and difficulty climbing stairs. (Circle One) Yes or No			TOTAL

Any dietary restrictions: _____

Dorm Roommate Request: (Please list the name of your roommate) Two per room

Name: _____ County _____ (No additional charge)
(All first-floor room requests will be filled on a first come, first served basis.)

Apartment Request: {Must have four people per apartment (4 bedrooms in each apartment. Not recommended for anyone who requires first floor due to mobility limitations or difficulty climbing stairs. Location requires transportation to classes, dining, and group areas unless you can walk three blocks uphill.) Must have all roommates identified and listed on this form, do not have to be from the same county but it is your responsibility to find your roommates prior to submitting.

Name _____ County _____
 Name _____ County _____
 Name _____ County _____
 Name _____ County _____

Send this form and **completed Health Form **** to your county treasurer or contact person by county due date: _____

County Treasurers: Please send this form with the full and day commuter participant sheets and one check, plus additional check(s) for the MC scholarship winner or Star Scholarship winner in your county (if applicable) to: **Central Region Treasurer, Sandra Poston at 5247 Big Springs Road, Lebanon, TN 37090.**

Forms must be postmarked by April 15, 2026. Late fee assessed after April 15. No refunds are allowed; however, retreat registrations can be transferred. Please contact Region Treasurer, Sandra Poston to transfer your registration.

****Required- Every participant must complete an Adult Health Form (F-600) and Adult Activity Acceptance Form attached to this registration form.**

(Revised December 2023)

GUIDELINES FOR STAR SCHOLARSHIP

1. Number of scholarships given will be no more than FIVE (5) per year with the money raised at retreat during the current year. Names will be drawn on the last day of retreat at our breakfast meeting. The recipients will receive registration cost only, which includes meals and on campus lodging at the **Annual Central Region Retreat**. Extra night lodging is NOT included in the scholarship.
2. The scholarship may be transferable within the county. Recipient will be responsible for scholarship disbursement.
3. If scholarship does transfer, recipient must notify the Region and County Treasurers and transfer the certificate to the new recipient.
4. The Star Scholarship must be used the following year after being awarded.
5. Any FCE member attending retreat is eligible to win this scholarship, whether they attend retreat full-time or one day only. There is no limit to the amount of times a participant may win this scholarship.
6. If a full-time participant does not use the scholarship, it may be divided equally for as many day participants as it can pay for, names are to be listed on the certificate turned in at registration.
7. This scholarship is **NOT** redeemable in cash.
8. Scholarship certificates are issued when you win and **MUST** be turned in the following year with your registration.
9. Scholarship winners, full-time, or day participant **MUST** submit a check with their retreat registration for the full amount of retreat. When they attend retreat, their check will be returned to them un-cashed. If a scholarship winner registers and fails to attend, the payment will be forfeited.

TAFCE, Central Region Mildred F. Clarke Scholarship Guidelines

The TAFCE, Central Region Executive Board offers a Mildred F. Clarke Retreat Scholarship to qualified recipients in each of the counties in the Central Region. The recipients will receive registration costs only, which includes meals and on campus lodging at the annual Central Region Retreat. Extra night lodging is NOT included in the scholarship.

The Scholarship recipients shall be chosen by their County Council, with advice from the Extension Family and Consumer Sciences Agent. Each applicant must meet all of the following requirements:

1. Must be an active TAFCE member.
2. Must never have attended a Central District Camp/Region Retreat as a full-time participant if applying for full-time scholarship, or never attended a one-day retreat if applying for a one-day scholarship.
3. Applicant must be willing to return to their county and share whatever information obtained at Retreat with other members in whatever way determined by their county council.

Should any county not have a qualified applicant for a full-time scholarship in any year, they may use their scholarship that year for two (2) one-day only scholarships. If a county has no qualified applicants for either scholarship, they will forfeit their scholarship for that year.

The applicant must complete the official application form for the scholarship. The form must be complete, including all required signatures, and in the possession of the County Treasurer before April 15 of that year. (All registrations, including the Mildred Clarke Scholarship application, will be postmarked no later than April 15 and mailed to the Region Treasurer.)

A check for the total amount of retreat fees must be attached to the application. This check will be held until the scholarship winner attends the retreat; at which time it will be returned to the scholarship winner. In the event that the scholarship winner does not attend the retreat, then the check will be deposited in the Central Region bank account to cover the expenses of the retreat; it is non-refundable.

TAFCE, Central Region
Mildred F. Clarke Retreat Scholarship Application
Form

Name _____ County _____

Address _____

City _____ State _____ Zip Code _____

Phone _____ Email _____

Local FCE Club _____ Years of FCE Membership _____

Leadership Positions Held:

Club _____

County _____

Region _____

State _____

Please state why you would like to receive this scholarship: _____

I am applying for: Full time scholarship _____ One-day scholarship _____
(Have you ever attended Leadership Camp or Retreat at District or Region level as a
full-time participant? _____ as a one-day commuter/participant? _____)

I have completed this application to the best of my ability and do promise that all information herein is true. If I receive this scholarship, I agree to abide by the requirements governing this scholarship (as explained in the guidelines.)

Signature: _____ Date: _____

This application should be filled out by the applicant and submitted to your county treasurer with your check and registration for retreat. Your county will determine your eligibility for the scholarship, and they will submit this form with your check and registration to the region. Your check will be returned when you attend retreat.

_____ County does hereby recommend this applicant
as the recipient of the Mildred F. Clarke Retreat Scholarship.

County Council President: _____ Date: _____

(Revised October 2021)

CENTRAL REGION OFFICER NOMINATION FORM

Name: _____ County: _____

Address: _____

Phone: _____ Email address: _____

FCE club: _____ Number of years membership: _____

Offices held: Local _____

County _____

Region _____

State _____

FCE committees served on: _____

FCE awards and recognition: _____

Community involvement: (example: church, civic, school, etc.) _____

FCE leadership experiences and examples of positive participation in community affairs:

(example: fairs, charity drives, etc.) _____

(FCE member's name) _____ is nominated by
_____ for _____ (office) for one term.

If elected to a Region office, I will carry out all duties to the best of my ability.

Date: _____ Signature: _____

If additional space is needed, attach plain sheet of paper. **Deadline: Postmarked no later than: June 15 of Current Year to: Central Region Vice President for Programs – Anne Waggoner-Evans.**

TAFCE STATE OFFICER NOMINATION FORM

NAME _____ COUNTY _____ REGION _____

ADDRESS _____

PHONE NUMBER _____ CELL PHONE NUMBER _____

FCE CLUB MEMBER FOR _____ YEARS.

FCE OFFICES HELD: (If additional space is needed, attach plain sheet(s) of paper with information.)

CLUB _____

COUNTY _____

REGION _____

STATE _____

NATIONAL _____

FCE COMMITTEES SERVED ON: _____

FCE AWARDS & RECOGNITIONS: _____

COMMUNITY INVOLVEMENT (Example: Church, Civic, School): _____

FCE LEADERSHIP EXPERIENCE & EXAMPLES OF POSITIVE PARTICIPATION IN COMMUNITY AFFAIRS (Example: Fairs, Charity Drives, etc.): _____

FOR THE NOMINEE:

IF ELECTED TO A STATE OFFICE OF _____ I WILL CARRY OUT ALL DUTIES TO THE BEST OF

MY ABILITY. _____ (signature of nominee) DATE: _____

FOR THE NOMINATOR:

I, _____ (print nominator's name)

nominate _____ (print nominee's name)

FOR ONE TERM TO THE STATE OFFICE OF _____.

Signature of nominator: _____ Date: _____

RETURN TO THE STATE VICE PRESIDENT FOR PROGRAMS: DEADLINE-POSTMARKED BY AUGUST 1st

Revised January 2022





National Association for Family and Community Education
Family Community Leadership
Spirit of FCL Award

Purpose and Qualifications for Award: One of the hallmarks of the FCL program is to assist members of a community in taking control of their lives and changing the world for the better. The application of this goal is demonstrated when an FCL trained individual (or team of individuals) assists a community group in actually bringing about the change. In order for that to happen, there must be education and leadership. But the award is given to someone who has the FCL training and has provided education and leadership to a community group beyond the membership of FCE. The result is the empowerment of that community group and the actions taken by it. The nomination form must clearly indicate the community action as well as the involvement of the nominee(s).

Eligibility: This award is sponsored by the National Association for Family and Community Education and was developed with W. K. Kellogg Foundation funds. Any individual/team who has completed 30 hours of Family Community Leadership training is eligible except National Board members who are not eligible while serving on the National Board and one year following their service. Individuals/teams nominated in previous years are eligible to be nominated again. Nominated individual(s) must have completed and/or worked on their actions within the past three years.

Procedure: There may be one nomination per state. The individual or team is to be nominated through a state FCE organization, though they need not be members of FCE to receive the award. Please complete this form and enclose the supplemental information. Make copies for your records and **mail the original with photo** to the State President, copy the Region President by April 1. The State will forward to National FCE Headquarters postmarked by April 15.

SPIRIT OF FCL AWARD
Nomination Form

State: _____ Type of Nomination: Individual _____ Team _____

Nominee(s) Name, Address, Phone, Fax, and Email:

Where and when did nominee(s) receive FCL Leader or Trainer training?

The nomination form **must** include the following information, identified by section:

Checklist of Enclosures:

Success in Community Action. Describe:

- _____ What did nominee do? What was their specific role? What did the community group (if any) do?
- _____ Did the nominee provide education and leadership that they learned through their FCL training in working toward this change? How? Effect?
- _____ What was the final outcome of the proposed change? How many people were reached or changed?
- _____ 100 Word Summary

Enclosed:

- _____ Letters from those who have been empowered by the nominee (related to this action).
- _____ Letters from those who can discuss how the community benefited from nominees' contribution (related to groups or individuals involved in the projects).
- _____ Letter of support from State FCE Board (where such exists).
- _____ Photo of nominee(s) (head and shoulders photo - 2x2) for news article and FCE TODAY.

Recommended, but not required:

- _____ Other items deemed important to the selection of the nominee(s) such as newspaper clippings, actual items produced, or materials developed.

Name of person submitting nomination: _____

Signature

Address: _____

Phone & Email: _____

TAFCE President Signature: _____

Name: _____

Address: _____

City, State, zip code: _____

Phone: _____

Email: _____

Deadline: Postmarked by April 15

Submit to: National FCE Headquarters along with photo.

73 Cavalier Blvd. Suite 106
Florence, KY 41042

TAFCE SCHOLARSHIP GUIDELINES

The Tennessee Association for Family and Community Education (TAFCE) offers one individual a \$1,000 Scholarship per year to a TAFCE member who desires to further her/his education. The scholarship is for a student who is an active member in an FCE club and has shown leadership skills, provided service to others, and contributed to the community.

To apply, the following criteria **MUST** be met:

1. Applicant **MUST** be a current member of the TAFCE organization with membership being current for the past two (2) or more years.
2. The TAFCE Scholarship is open to any student who **WILL BE ENROLLED** in an accredited degree program or vocational school.
3. Applicant must be enrolled in a minimum of six (6) credited hours per semester.
4. Candidate must have a 2.5 or greater cumulate GPA. Attached to the scholarship application: an **OFFICIAL** transcript of courses completed, two (2) letters of reference, and a 250-word statement regarding your future goals.
5. Applicant must have financial need, but not necessarily qualify for financial aid.
6. Candidates must be willing to be interviewed by the scholarship committee if requested.
7. Deadline for **COMPLETED** application is **MARCH 15th** and must be received by the appropriate TAFCE board member.
8. Recipient's school will be paid two (2) installments of \$500.00 each, one for the spring semester and one for the following fall semester. These payments will be made shortly after each semester begins and may be utilized for school related expenses of your choice such as tuition, books, fees, etc.
9. To initiate the disbursement process, the winner will need to contact and provide the following information **each semester** to the TAFCE treasurer.
 - A. An official transcript indicating proof of current and past enrollment. Registration for fall and then again for spring classes.
 - B. Your student identification number.
 - C. The name and direct contact information for your school's bursar.

SCHOLARSHIP COMMITTEE and APPLICATION PROCESS

Scholarship information and applications are available on the TAFCE website. The scholarship is available for four (4) years, but a new application must be submitted each year following the current established guidelines.

FORFEITURE OF SCHOLARSHIP

The TAFCE Treasurer **MUST** be notified of any change in financial situation or status that would make the applicant ineligible for the scholarship. If the recipient should drop out of school without a valid reason, the scholarship is forfeited for the next semester.



Revised: January 2022

TAFCE SCHOLARSHIP APPLICATION

Applicant Name: _____ # Years in TAFCE _____

Address: _____ City: _____

State: _____ Zip Code: _____ Email Address: _____

Home Phone: _____ Cell Phone: _____ Club Name: _____

County: _____ Region: _____

Grade Point Average Last Semester: _____ Cumulative GPA: _____

At the start of the fall term, will you be a: Freshman Sophomore Junior Senior

School Attending: _____ Planned Graduation Date: _____

Planned Major: _____ Planned Degree: _____

Please use the space below for your Biographical Statement including your educational background and financial need:

Actual dollars and source of funds available to you for educational purposes:

Per Semester: Source

\$ _____ Wages

\$ _____ Parents/Spouse

\$ _____ (if applicable) Scholarships

\$ _____ Loan

\$ _____ Total

Per Semester: Actual Expenses

\$ _____ Tuition, Fees

\$ _____ Books

\$ _____ Living Expenses

\$ _____ Other (specify)

\$ _____ Total

I attest that all information is complete and accurate.

Applicant Signature: _____ Date: _____

Please note additional information or supporting exhibits about your activities, employment, etc., may be attached to this application to enhance your opportunity for success.

Please attach your statement regarding future goals as a separate page to this application



TAFCE STATE PROJECT AWARD FORM

Due to TAFCE Vice President for Programs by March 1

CATEGORY: Community Action Education Leadership (Check one)

PURPOSE: Recognize FCE groups or individual members who through their service projects are changing the lives of others for the better. This award encompasses and honors those projects. There is no monetary award. The award comes from helping others.

Name of Project: _____

Please answer the following questions:

Why did you select this project?

What were your goals and objectives?

What did members do to carry out the project?

Dollar amount spent on the project and how did you raise the money for the project?

How many FCE members were involved in carrying out the project?

How many non-FCE members did you reach?

Number of volunteer hours extended.

Were there other organizations involved? If so, how?

What was the impact and scope of the project?

Was the project a success?

Did you reach your goal and objectives? Explain?

Would you change the plan of action? If so, how?

Write a summary of your work (100 words or less).

Each Program/Project must include the following information:

Program	# of FCE Presenters	FCE Hours Volunteered	# of FCE Members Reached	FCE \$ Spent	# Additional People Reached

Year Work is completed: _____ County: _____

Name of Person submitting: _____

Address: _____

City: _____ State: TN Zip Code: _____

Phone Number: _____ E-Mail: _____

TAFCE STATE PROJECT REPORTS

Our mission is to strengthen individuals, families, and communities through continuing education, leadership development, and community action. During the year, let us strive to do this through support for our children, youth, and our communities. The following are *ideas* of areas where our help is needed:

Education:

- Personal reading and creative writing - encourage TAFCE members to enter TAFCE Creative Writing.
- Share Cultural Arts with others.
- Character Counts- sponsor "The Six Pillars of Character" program that encourages 4th graders to strive for excellence and creativity through reading, writing, and drawing skills.
- Donate School Supplies
- Support Head Start Programs and other classroom activities.
- Support NEA's Read Across America - Read Dr. Seuss books to children.
- Listen to children read and read to children.
- Share magazines with senior facilities.
- Provide books to children (Imagination Library and/ or local health department)
- Teach a class to adults, young adults, or children.
- Join a book club.
- TAFCE College Scholarships - provide scholarships to FCE members.

Leadership:

- Conduct leadership training for FCE and other interested community members.
- Teach leadership skills within your FCE club and to other organizations in your circle.
- Participate in any active leadership role to better your community.
- Volunteer to help lead 4-H activities.
- Mentor single parents and homemakers
- Share cultural arts/heritage skill with others.

Community Action:

- Ronald McDonald House - Collect can tabs.
- Wrapped-In-Love (blankets, hats, etc. for cancer). see website: <http://wrappedinlovefoundation.com>
- Project Linus (blankets for children). see website: <https://www.projectlinus.org>
- Sewing 4 Souls (clothes for children in third world countries). see website: <https://sewing4souls.org>.
- DEA Take Back program (prescription drug disposal). see website: <https://takebackday.dea.gov>.
- Feeding American Backpack Program see website: <http://www.feedingamerica.org/our-work/hunger-relief-programs/backpack-program>.
- Prepare health packages for Veterans' Hospitals and county health departments.
- Promote FCE through community festivals and fairs.
- Attend government meetings.
- Family emergency preparation
- Care for parks and cemeteries
- Educate Community about Human Trafficking
- Support a homeless shelter.
- Support local Food Bank

The key to being effective is to be aware of what is going on around you. There are many families with children where neglect and/or abuse are a daily occurrence. Find out what you as an individual can do. Be willing to take action. Throughout the year be sure to read your local newspaper and stay abreast of community events. An informed person is able to act responsibly when needed.

Revised August 24, 2018

TAFCE STATE PROJECT - EXPLANATION

It is very Important to report volunteer hours for projects completed because these hours are accumulated statewide and give our organization (TAFCE) credibility for our "non-profit" status. The hours reported also play a role in the University of Tennessee's decision concerning the involvement of FCS Agents with FCE and FCL (leadership training/leader lessons

Annually, the Federal Government sets a value to each volunteer hour. When compiled statewide, FCE volunteer hours are very impressive.

List all projects (with a brief description) on the form that corresponds with the "Area of Work" completed: i.e. Education, Leadership, and Community Action as shown below. Submit all forms to the County Chair by the county due date. They will compile the forms for the county and report the totals on the "County Summary Sheet" form and submit the County Summary Form to the TAFCE Vice President for Programs before February 15th annually.

Important: Hours reported on the State Project forms may also be included in Individual CVU reports.

Project Examples

Listed below are several examples of previously reported State Project. Choose the category that best fits your project.

Areas of Work

Some areas may overlap

<u>EDUCATION</u>	<u>COMMUNITY ACTION</u>	<u>LEADERSHIP</u>
Sponsor a child to go to camp; support Imagination Library; donate "Books for Newborns" through Health department; donate books for Head Start; perform demonstrations at school; collect and donate school supplies; donate bookmarks and book bags for reading programs; read to children at school and library; contribute to a scholarship fund; teach classes to youth and adults;	Work with Red Cross, Salvation Army, Hospice, Volunteer Fire Departments, "Meals on Wheels"; Donate to "shoe box ", "Toys for Tots", St. Jude's, "Angel Tree "programs; Provide meals and food baskets for shut ins; Plant flowers in community, Make items and/or donate to cancer patients, nursing homes residents, children of "meth" homes, military personnel and veterans, abused women shelters; Participate in "Relay for Life", community cleanup projects; Collect pull tabs for Ronald McDonald House; Collect food for US post office "Fight on Hunger" program or for food bank; Provide bedding for animal shelters; Make and donate "Boo-boo Babies" to health departments; Collect calendars and magazines to donate to senior facilities, clothes to foreign countries; Donate to pregnancy centers; Work with "Project Linus" program; be a mentor; recycle; attend and support government and charitable meetings	FCL Programs, Help with 4-H Programs, Teach classes, Mentoring

When your volunteer project involves working with only one family member, you can consider the entire family as "people reached". If an article is published in the newspaper concerning a project, include the circulation of the newspaper as the number of "people reached" (this is usually thousands). When teaching in a classroom or library, the parents of the children at home can be included. Estimates are acceptable with groups of people you are working and helping ... as in the "areas of work" examples above. Don't forget your driving and preparation time for the project.

Revised: August 24, 2018

TAFCE STATE PROJECTS REPORT

Complete this form for the State Projects completed by your club or individual.

Use a "L" for Leadership, "E" for Education and "CA" for Community Action in the first column.

This completed form is then sent to the County Chair, who then forwards the "County Summary Sheet" only to the TAFCE VP for Programs.

Year Work completed: _____ Due Date to TAFCE VP of Programs: _____

Person Submitting Report: _____

Club: _____ County: _____

Phone Number: _____ Email: _____

Please complete each column. If you do not know the exact figures, record an estimate.

Use additional sheets if necessary

Do not leave columns blank

Brief Description of each Education Project		FCE MEMBERS		PEOPLE REACHED		Money Spent
		Number Participating	Hours Volunteered	FCE Members	Non-FCE Members	
L, E, CA						
TOTALS						

TAFCE STATE PROJECTS

COUNTY SUMMARY

*Keep all individual reports in the County...do not mail with this form
Mail form to TAFCE Vice President of Programs*

Region: _____ County: _____

Year County Summary Reported: _____

Person Submitting Report: _____ Title: _____

Address: _____

City: _____ State: TN Zip Code: _____

Phone Number: _____ Email: _____

Please complete each column...Do not leave any column blank.

Areas of Work	FCE MEMBERS		PEOPLE REACHED		Money Spent
	Number Participating	Hours Volunteered	FCE Members	Non-FCE Members	
Education					
Leadership					
Community Action					
TOTAL of Each Column					

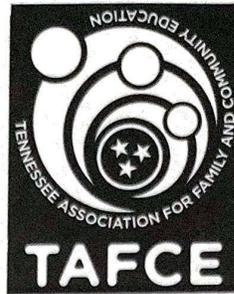
BRANDING GUIDELINES



TAFCE Blue



ALL Black



ALL White



Logo minus words
(TAFCE Blue, Black, White)

COLOR

Color reproduction can vary from screen to screen.

RGB = screens
CMYK = printing
Hex = RGB Shortcode
Pantone = Universal Color Code



TAFCE Blue

R	2
G	85
B	159
C	98
M	74
Y	5
K	0

Hex: #02559f

Panton: 286 C

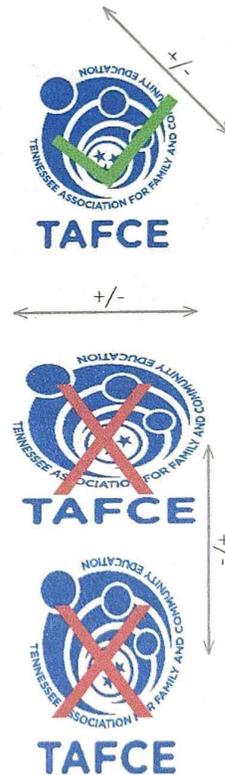
SPACE ALLOWANCE

Space allowance for each side of the logo. No other information or graphics should be within this space.



PROPORTIONS

Ensure the logo is scaled proportionally and not skewed up/down, left/right.



DISECTING THE LOGO

To ensure brand standards, the colors in this Branding Guidelines are the only colors the logo can be reproduced in (TAFCE Blue, Black or White). Changing the color or manipulating parts of the logo are not allowed.



REQUEST FOR USE OF TAFCE LOGO

This form is to request using the TAFCE Logo. It is good for a one time use for a project or event. Example: using the logo on t-shirts for a conference or retreat. It is only good for that conference or retreat.

To be approved, the form will be sent to the Region President and then to the TAFCE IT/Communication Chair and TAFCE President.

Please fill out form completely. All information is required.

Name of person requesting use: _____

Phone number: _____ Cell number: _____ Email: _____

Region: _____ County: _____ Club: _____

Be specific and provide a sketch or picture of where logo will be placed, follow branding guidelines found on the back of this page.

____ Letterhead: _____

____ Charm: _____

____ Key Chain: _____

____ Mug: _____

____ Pen: _____

____ Pin: _____

____ T-Shirt: _____

____ Social Media: _____

____ Other (be specific): _____

Approved: _____ Denied: _____ Why denied: _____

Signature of Region President: _____ Date: _____

Approved: _____ Denied: _____ Why denied: _____

Signature of TAFCE IT/Communications Chair: _____ Date: _____

Signature of TAFCE President: _____ Date: _____

