



## Virginia Farm Bureau County Women's Committee Program Awards Report

This report, including one highlighted activity, will be used in judging the county women's committee activities and involvement for awards presented at the Virginia Farm Bureau Women's Spring Conference. To be considered for awards, a completed report must be submitted by **January 15** to [women@vafb.com](mailto:women@vafb.com) or P. O. Box 27552, Richmond, VA 23261. The signatures below are required.

County Farm Bureau: \_\_\_\_\_ Year 2019

County Women's Chair signature: \_\_\_\_\_ Date \_\_\_\_\_

County President signature: \_\_\_\_\_ Date \_\_\_\_\_

**(Typed signatures will not be accepted)**

### Goals, Budget, Recruitment: 30 points

What were your committee goals for the year?

---

---

---

How did you determine a budget? Was a budget and your goals presented to the county board?

---

---

How many new members were recruited to serve on the committee? Please list all committee members and years of service.

---

---

---

---

### Activities: 70 points

On Addendum A: list the activities, purpose of activity, resources used, impact, audience and volunteer information.

Total number of activities: \_\_\_\_\_

Total volunteer hours served by the committee: \_\_\_\_\_

On Addendum B: list the meetings the committee actively engaged in attending? (local, district, regional, state - ex: committee meetings, county board, annual conferences/conventions, policy development/senatorial/legislative day, board of supervisors, political community gatherings)

How many activities was your District Leader aware of or included in during the year? Which ones?

---

---

What other groups did you partner with on activities during the year?

---

---

Results of Ag Literacy Week Program:

# of classrooms visited \_\_\_\_\_; # of students read to \_\_\_\_\_; # of volunteers participating \_\_\_\_\_;  
# of books donated \_\_\_\_\_; # of schools visited \_\_\_\_\_

What fundraising efforts did you do and how much was donated? What organizations received your donations? (Agriculture in the Classroom, Ronald McDonald House donations, Food Bank, other charities)

---

---

---

**Good practices checklist for a successful women's committee:**

(Suggested by not required)

- Provide a program of work and goals for the county board
- Submit a budget prior to the county board budgeting process
- Report to the county board at least 6 times per year
- Utilize resources provided by Agriculture in the Classroom or others
- Promote agriculture in the community and at schools
- Hold regular meetings: face to face; conference call; through social media
- Engage in local, regional, state and national meetings
- Communicate your events to your district leader
- Complete the county women's committee awards report



## Outstanding County Women's Committee Activity Report - 100 points

### Criteria:

- Choose your one favorite or best activity to highlight
- Past district winning activities are ineligible to be submitted by the winning county
- Activity must meet the state women's program purpose below
- Typed submissions are preferred, but not required

Program Purpose: The Virginia Farm Bureau Women's Program promotes agriculture and educates our communities on the importance of the agriculture industry.

### Activity/Project Description

County: \_\_\_\_\_

Title of Activity/Project: \_\_\_\_\_

Date of Activity/Project: \_\_\_\_\_

What were the goals? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How were the goals met? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Provide a budget summary: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Target audience? \_\_\_\_\_

How did you promote or advertise for your activity/project? \_\_\_\_\_  
\_\_\_\_\_

Outline the steps to conduct this activity/project: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What was unique or innovative about this activity/project? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What areas could be improved and why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Provide additional information such as evaluations/surveys, photos, newspaper articles that highlight your activity/project. **Maximum of 3 pages of supporting documents.***

## County Women's Committee Events and Activities

## Addendum A

(Please complete and return with your County Women's Committee Annual Program Report - typed form preferred)

(Use this form to list your activities to be considered for judging)

County: \_\_\_\_\_

<b>Date/Event/Activity</b>	<b>Purpose:</b> Promotion, education, outreach, membership, community service, fundraising projects	<b>Resources Used:</b> Handouts, Give-aways, Banners, AITC materials, Federation Materials, County Materials, Partnerships	<b>Number of Volunteers and Total Volunteer Hours:</b>	<b>Impact:</b> Numbers of attendees	<b>Audience:</b> Child or Adult

