



County Membership Dues Report Form

Due December 1

County _____ District _____

County President _____ Email _____

Address _____

County Treasurer _____ Email _____

Address _____

Phone – home () _____ work () _____

Liaison Agent _____ Email _____

Phone () _____



	AMOUNT	TOTAL
Number of ECA Clubs _____	@ \$ 6.00 each	_____
Number of ECA Active Members _____	@ \$10.00 each	_____
Attach list with name and address of each		
TOTAL AMOUNT OF CHECK ATTACHED		\$ _____



Enclose check payable to NCECA, Inc., Membership list and/or Membership application. Mail to:

Faye Lanier
 2515 Glover Road
 Durham, NC 27703



Expense Reimbursement

Name _____ County _____

Address _____ City _____ Zipcode _____

Position in organization _____ Date _____

Destination: From _____ To: _____

Itemize Expenses:

Postage \$ _____

Phone _____

Car _____ miles @ .55 _____

Bus/Plane Fare (economy rate) _____

Total \$ _____

Lodging Expenses:

\$ _____ per night x _____ # nights

1/2 of total paid by you, double occupancy rate

Total \$ _____

Registration: \$ _____ 1/2 of total paid by you

Total \$ _____

Other expenses _____

Total \$ _____

Total All Expenses \$ _____

Approved by: _____

President

1. People riding with me _____

2. I rode with _____

- **Receipts** required for **all** expenses except mileage!
- Submit within 60 days of expenditure and no later than December 15
- Submit to the President of the level of ECA you are representing for reimbursement
- Mileage is only reimbursed for miles in personal vehicle



Leadership Candidate Application

Name _____

Address _____

Phone Number (____) _____ Email (required) _____

Club _____ County _____ District _____

Number of years in NCECA _____

List ECA offices held in the last five years:

- Local
- County
- District
- State

List ECA committees served on. Mark with * if you chaired:

- Local
- County
- District
- State

*For each of the following, please include **only** activities within the last five years.*

List leadership in planning sessions for ECA or other NCCE programs.

List special training received through NCCE. Include Master programs.

List workshops or programs you conducted, number of people reached and the impacts realized.

Describe in your own words on a separate sheet, "The personal value of ECA to me." Emphasize tangible and intangible values, satisfaction gained through diverse opportunities and personal growth. You may want to include honors, awards, participation in and officers held in other organizations, special community service opportunities, family information, special interests and hobbies.

Attach a recommendation from ECA Liaison Agent.

Signature _____

Date _____



NCECA, Inc. Leadership Team Rotation

Position	2013	2015	2017	2019	2021	2023	2025	2027
President	NE	NC	SE	SC	W	NE	NC	SE
President-elect	NC	SE	SC	W	NE	NC	SE	SC
Past President	W	NE	NC	SE	SC	W	NE	NC

State Conference	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Host	NCECA	W	SC	NC	SE	NE	W	SC	NC	SE	NE	W	SC	NC	SE	NE
State Cultural Arts Coordinator	NC	W	SC	NC	SE	NE	W	SC	NC	SE	NE	W	SC	NC	SE	NE



North Carolina Extension & Community Association, Inc.

SCHOLARSHIP PROCEDURES

Scholarship Committees

NCECA Scholarship Committee

- The NCECA, Inc. Scholarship Committee shall consist of:
 - The Past President shall serve as chair
 - The Past Vice-president from each district
 - The NCCE Association Advisor shall serve as consultant
- The NCECA, Inc. Scholarship Committee shall:
 - Promote the NCECA, Inc. Scholarships
 - To evaluate and assist in scholarship distribution as needed

District Scholarship Committee

- District Scholarship Committee shall consist of:
 - The immediate past State Vice-president shall serve as chair
 - The State Vice-president shall appoint at least two additional members from the district, representative of the total membership. No two members shall be from the same county.
 - The District Liaison Agent shall serve as consultant for the district committee
- District Scholarship Committee Chair shall:
 - Set a time and place for the committee meeting
 - Receive applications (Appendix G) from NCECA Advisor by March 15. Acknowledge the receipt of the applications by postcard or email to the respective County Council Presidents.
 - Select two (2) scholarship recipients by May 15. The name and address of the recipients should be sent to the *NCECA Inc. Scholarship Chair, NCECA President, NCECA Appointed Treasurer, All District Scholarship Chairs and the County Council President and Liaison Agent of the Scholarship recipient.*
 - Select an alternative in the event the winner does not claim the scholarship.

County Scholarship Committee

- County Scholarship Committee consist of:
 - The County Council Advisor shall serve as chair
 - The County Council President shall appoint at least four members, representative of the total membership, in addition to the chair. No two members shall be from the same local club
 - The County Liaison Agent shall serve as advisor
- The County Committee Chair shall:
 - Publicize scholarship information by December 1
 - Receive applications (Appendix G) by February 1
 - Set a time and place for the committee meeting
 - In an ECA marketing effort, publicize the scholarship winner in the local papers, present the scholarship at the high school awards program or during the County Council achievement program.
- The County Committee shall screen applications (Appendix G) and select one (1) youth and one (1) adult application and forward two (2) copies to the NCECA Advisor by March 1. If no adult applications are received, two youth applications may be substituted, and if no youth applications are received, then two adult applications may be substituted

Exchange Districts

Northeast to Southeast	Southeast to South Central	South Central to West
West to North Central	North Central to Northeast	



North Carolina Extension & Community Association, Inc. Scholarship Application

Application must be completed and returned by **February 1st**

Check one:

Youth Application

(An individual currently in senior year of high school or in college with no break in her/his formal education)

Adult Application

(An individual who has completed high school and has had a break in her/his education and wishes to further her/his education.)

TO BE PAID THE FOLLOWING FALL TERM

Previous applicants and/or recipients may reapply each year that they remain in school

The purpose of the scholarship is to assist students in obtaining a degree at any North Carolina college, in any field of study, with consideration given to Family and Consumer Sciences. (Part-time students must carry no less than six (6) hours per semester and full-time students must carry no less than twelve (12) hours per semester.)

1. Full Name _____

First
Middle
Last

2. Home Address _____

Street or Route
County

City
State
Zip
Telephone_(_____)_____

3. Date of Birth _____ Email _____

4. Intended Major _____

5. Intended College _____
 Have you been accepted () yes () no

6. Career Objectives _____

7. Marital Status ___single ___married ___divorced ___widowed

8. Parents' Names and Occupation _____

9. Ages of dependent children (if applicable) _____
 Ages of dependent siblings (if applicable) _____

10. **Activities and Honors** (Include honors, offices, etc. in school, community, and church) **(25%)**

11. **Connection and Involvement with Cooperative Extension Service (NCCES)** **(25%)**
(NC Extension & Community Association {NCECA} member or relative, 4-H, programs presented for NCCES, etc.)

12. **Financial Need** **(25%)**

- a. Approximate family income per year (check one):
 below \$10,000 \$10,000 to \$20,000
 \$20,000 to \$30,000 \$30,000 to \$40,000
 \$40,000 to \$50,000 above \$50,000
- b. Approximate tuition and fees per year for school/university _____
- c.. Employment _____
- d. How do you plan to finance your education _____

13. **Scholarship Potential** **(25%)**

- a. Attach an official high school or college transcript, signed by registrar.
- b. List scholarships applied for or received _____

14. Expected date of college/university graduation _____

15. Attach a paragraph briefly explaining the value or impact the NCECA, Inc. and/or the NCCES has had on your life.

16. References - Attach three (3) letters of reference. Letters from parents are not acceptable.

17. Reviewed by NCECA, Inc. County Council President

_____ NCECA, Inc. County Council President or Cooperative Extension Personnel	Date _____
_____ Applicant's Signature	Date _____

Membership Total _____

County/Club* _____

District _____

Year _____

Officers

President	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

President – elect	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

Corresponding Secretary	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

Recording Secretary	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

Treasurer	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

Advisor	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

ECA Liaison Agent	Name _____	Phone _____	Fax _____
	Address _____		
E-mail _____			

* Club officers are sent to County President & Liaison Agent
 County Officers are sent to NCECA Vice-president of the District & NCECA State Association Advisor

DIRECTORY OF LOCAL CLUB MEMBERS

Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____
Name _____	Telephone _____
Address _____	
Fax _____	Email _____

North Carolina Cooperative Extension

County Extension Staff

County Director _____ Telephone _____

Email _____

Family and Consumer Sciences Agent

_____ Telephone _____

Email _____

ECA Liaison Agent _____ Telephone _____

Email _____

Agriculture Agent(s)

_____ Telephone _____

Email _____

_____ Telephone _____

Email _____

_____ Telephone _____

Email _____

4-H Agent(s) _____ Telephone _____

Email _____

_____ Telephone _____

Email _____

Community Resource
Development Agent _____ Telephone _____

Email _____

Clerical Support _____ Telephone _____

Email _____

ECA Glossary of Terms

ACWW – Associated Country Women of the World, our international organization. It works to improve standards of living for all women and their families through its worldwide projects. **ACWW** also works with the United Nations on a consultative basis as a non-governmental organization. The work of **ACWW** is supported through memberships, Pennies for Friendship and contributions to specific projects.

Cook Smart/Eat Smart – a multi-session cooking school that provides hands-on learning in the kitchen while preparing foods based on simple and healthy cooking methods.

County Council – the county level organization (usually ECA County officer, club presidents) that meets regularly to coordinate activities, programs and projects within the county.

Cultural Arts – county, district and state competition in the arts, such as fine art, handcrafts, needlework, quilting, creative writing, etc. Refer to the ECA Yearbook for categories and rules of entry.

CVU – Certified Volunteer Units, a way to track volunteer hours contributed in Extension, community and civic organizations. Recognition is given during the NCECA State Conference.

CWC – County Women’s Council is a coordinating council composed of ACWW member societies in the USA. It meets annually to promote the work of ACWW.

EFNEP – Expanded Foods and Nutrition Education Program helps limited resource youth and families with children learn how to eat healthier meals and snacks, stretch their food dollars and reduce the risk of food-borne illnesses.

Extension District – North Carolina Cooperation Extension is divided into districts. Each district is represented on the NCECA Leadership Team by their president.

NVON – National Volunteer Outreach Organization is member organizations working together to promote communication, education and volunteerism for all people.

NCECA - North Carolina Extension & Community Association, the official name of our state organization.

NCECA State Conference – the annual meeting of NCECA, Inc. and is hosted by a district on a rotation schedule for the purpose of the annual business meeting, educational training and Cultural Arts competition.

NCECAF – North Carolina Extension & Community Association Foundation was established in April 2010. Its mission is to provide private resource development to expand the learning opportunities for individuals and families to make a difference in the communities where they live.

Pennies for Friendship – donated voluntarily by members and Member Societies, are the main source of ACWW's income to support projects.

Project in Common – a NVON selected project in which all member states participate

Tar Heel Homemakers eNews - the organization’s electronic newsletter.



Report for Year _____

Name _____ Club _____ County _____

Phone (____) _____ Email _____

Year Joined ECA _____ Liaison Agent _____

In each area below, please report your hours of participation.

ECA & Other Extension Programs	Hours	People Reached	Dollars Contributed	# Items Donated

Food & Nutrition	Hours	People Reached	Dollars Contributed	# Items Donated

Youth Development	Hours	People Reached	Dollars Contributed	# Items Donated

Faith-based Programs/Activities	Hours	People Reached	Dollars Contributed	# Items Donated

Community Partners Activities	Hours	People Reached	Dollars Contributed	# Items Donated

Totals from ALL listed above: Hours _____ People Reached _____ \$\$ Contributed _____ # Items Donated _____

Does your club or county give scholarships? Yes [] No []

If yes, number and amount, (i.e. 2 @ \$500)

_____ @ \$ _____

When to submit:

March 1: Submission of hours are due to be logged online for NCECA Yearly Reports and for individual CVU. One person in each county should be responsible for gathering and logging the hours of those who do not have access to a computer.

Your agent may ask that reports are logged by December or even every six months. (*for County recognition and liaison agent Accomplishment Reports*). PLEASE coordinate your report with your County's Liaison Agent.