Ultimate Chapter Award – Opportunities Checklist

This checklist is designed to help your chapter track and complete the various opportunities required to earn the FCCLA Ultimate Chapter Award. Each opportunity listed contributes points toward the award, and this resource provides a clear and organized way to monitor your chapter's progress throughout the year.

As you work through the checklist, be sure to review the detailed descriptions provided for each opportunity. These descriptions offer concise guidance on what your chapter needs to do to fulfill the requirements and earn credit in the FCCLA Portal. Once an opportunity is completed, simply check it off to keep your chapter on track to achieving this prestigious recognition.

Stay engaged, stay organized, and work together as a chapter to meet the milestones necessary for the Ultimate Chapter Award. This checklist is your roadmap to success!

How to Earn the Award

To earn the FCCLA Ultimate Chapter Award, your chapter must complete a specific number of opportunities based on the highest grade level of students within your chapter. The number of opportunities required reflects the level of involvement and leadership expected:

- **For chapters with members up to grade eight (8):** You must complete at least 55 opportunities.
- **For chapters with any members in grade nine (9) and above:** You must complete at least 70 opportunities.

Types of Opportunities

To earn the FCCLA Ultimate Chapter Award, your chapter can accumulate credit through three types of opportunities, all tracked within the FCCLA Portal.

- **Automatic Tracking Opportunities:** Credit is awarded automatically when your chapter completes specific actions in the FCCLA Portal, such as affiliating members or registering for events.
- **Application-Based Opportunities:** Earn credit by submitting applications for awards, grants, or recognition programs directly through the FCCLA Portal.
- **Reflection-Based Opportunities:** Share your chapter's experiences and achievements through surveys or reflections in the FCCLA Portal to earn credit.

Contact Information

If you have any questions or need additional information about the Ultimate Chapter Award, please reach out to FCCLA's support team. We are here to help you every step of the way:

- **Email:** Membership@fcclainc.org
- **Phone:** 703-476-4900

Join - Opportunities Checklist

The *Join* section highlights your chapter's ability to build and sustain a thriving membership base, which is foundational to your chapter's success. A strong membership ensures a diverse and active community, fostering a sense of belonging and commitment among members. By excelling in the Join section, your chapter builds a solid foundation that supports all other activities and ensures ongoing growth and vitality.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Affiliate your FCCLA Chapter by November 1	November 1	Automatic	Credit will be earned if your FCCLA Chapter is fully affiliated by November 1 in the FCCLA Portal. Being affiliated means that both chapter members and advisers are entered in the FCCLA Portal and affiliation fees are paid in full. If your chapter status shows as "Pending," credit will not be awarded. Late submissions cannot be accepted for this opportunity. Credit will automatically appear on the chapter's dashboard if the chapter is fully affiliated by November 1. No further action is required.
	Submit evidence of your FCCLA Chapter creating a Chapter Recruitment Plan	July 31	Reflection	Credit will be earned when your FCCLA Chapter develops a formal recruitment plan for the current affiliation year outlining membership goals, outreach strategies, target audiences, and promotional methods. The plan should include specific action steps for attracting new members and retaining current members. To receive credit, upload your completed recruitment plan through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Chapter Advisers update member titles in the Portal	July 31	Automatic	Credit will be earned when at least one (1) member title is updated by a chapter adviser in the FCCLA Portal by July 31. Keeping titles current maintains accurate records and reflects the active roles and responsibilities within the chapter. Credit will automatically appear on the chapter's dashboard once at least one (1) member title is updated. No further action is required.
	Chapter advisers verify their email address in the FCCLA Portal	July 31	Automatic	Credit will be earned when at least one (1) chapter adviser verifies their email address in the FCCLA Portal on their landing page. Each adviser must use a unique and valid email address to ensure they receive important FCCLA communications and updates. Credit will automatically appear on the chapter's dashboard once an adviser's email address is verified. No further action required.
	Chapter members verify their email address in the Portal	July 31	Automatic	Credit will be earned when at least one (1) chapter member verifies their email address in the FCCLA Portal (Edit Information Tab). Verifying an email address ensures members receive the weekly Member Minute newsletter and other important FCCLA communications. Although it is only required for one (1)

				member to complete this step to earn credit, chapters are encouraged to have all members verify their email addresses. Credit will automatically appear on the chapter's dashboard once an email address is verified. No further action is required.
	Chapter members add to the FCCLA Resume and/or Service Hours	July 31	Automatic	Credit will be earned when at least one (1) chapter member logs achievements or service hours in the FCCLA Portal under the "Resume" or "Service Hours" sections in the My Journey tab. This process helps members document their personal growth, leadership development, and involvement in FCCLA. Although it is only required for one (1) member to complete this step to earn credit, chapters are encouraged to have all members regularly update their resumes and service hours. Credit will automatically appear on the chapter's dashboard once entries are submitted. No further action is required.
	Membership increased by at least one (1) member compared to the previous year	May 31	Automatic	Credit will be earned when your FCCLA Chapter shows an increase of at least one (1) member compared to the previous year's total membership as of May 31. Credit will automatically appear on the chapter's dashboard once your chapter affiliates at least one (1) more member than the prior year as of May 31. No further action is required.
	Submit evidence of your FCCLA Chapter hosting a back-to-school night event	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a back-to-school night event to introduce FCCLA, share the year's plans, and engage families and school stakeholders. Acceptable proof may include photos, agendas, schedules, handouts, or a short event summary. To receive credit, submit evidence of the event by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a fall membership recruitment event	July 31	Reflection	Credit will be earned when your FCCLA Chapter organizes and hosts a membership recruitment event between August 1 and December 31 to encourage students to join FCCLA. Acceptable proof may include event details, photos, agendas, flyers, or summaries that highlight how the event supported recruitment efforts. To receive credit, submit evidence of the event by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a spring membership recruitment event	July 31	Reflection	Credit will be earned when your FCCLA Chapter organizes and hosts a membership recruitment event between January 1 and May 31 to encourage students to join FCCLA. Acceptable proof may include event details, photos, agendas, flyers, or summaries that highlight how the event supported recruitment efforts. To receive credit, submit evidence of the event by uploading

				proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter recognizing new or returning members on social media	July 31	Reflection	Credit will be earned when your FCCLA Chapter highlights new or returning members on its social media platforms to promote engagement and celebrate membership. Acceptable proof may include screenshots or links to the posts. To receive credit, submit evidence of your Chapter's recognition posts by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter developing a promotional bulletin board	July 31	Reflection	Credit will be earned when your FCCLA Chapter designs and displays a bulletin board to promote FCCLA, recruit new members, or showcase the achievements of current members. Chapters may use resources provided in the FCCLA Brand Hub or create their own materials to design the display. To receive credit, submit evidence of the bulletin board by uploading proof (such as photos) through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Apply for FCCLA's Go For the Red Chapter Award	March 2	Application	Credit will be earned when your FCCLA Chapter submits an application for FCCLA's Go For the Red Chapter Award, which recognizes the Chapter's efforts in membership recruitment and retention. Applications must be completed and submitted by the deadline listed on the FCCLA Website and in the FCCLA Portal (Surveys/Applications > National Awards). Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing, as FCCLA will upload the Chapter ID numbers of all submitted applications to ensure proper credit is received.
	Apply for FCCLA's Go For the Red Individual Award	March 2	Application	Credit will be earned when an FCCLA Chapter submits an application for FCCLA's Go For the Red Individual Award, which recognizes the outstanding recruitment efforts of individual members. Applications must be completed and submitted by the deadline listed on the FCCLA website and in the FCCLA Portal (Surveys/Applications > National Awards). Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing, as FCCLA will upload the Chapter ID numbers of all submitted applications to ensure proper credit is received.
	Apply for FCCLA's Go For the Red Unlimited Award	March 2	Application	Credit will be earned when an FCCLA Chapter under the Unlimited affiliation package submits an application for FCCLA's Go For the Red Unlimited Award, which recognizes chapters that increase their membership numbers from the

				prior year to the current year. Applications must be completed and submitted by the deadline listed on the FCCLA Website and in the FCCLA Portal (Surveys/Applications > National Awards). Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing, as FCCLA will upload the Chapter ID numbers of all submitted applications to ensure proper credit is received.
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – August	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of August (of the current affiliation year). Alumni spotlights should recognize the individual's accomplishments, career achievements, or continued involvement with FCCLA. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – September	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of September (of the current affiliation year). Alumni spotlights should celebrate the impact of FCCLA on the individual's personal or professional journey. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – October	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of October (of the current affiliation year). Spotlights may be shared through newsletters, social media, or chapter presentations highlighting alumni success stories. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – November	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of November (of the current affiliation year). Chapters are encouraged to feature how FCCLA helped shape their alumni's leadership and career path. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – December	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of December (of the current affiliation year). Alumni features may include written profiles, interviews, or digital highlights recognizing their continued support of FCCLA. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – January	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of January (of the current affiliation year). Alumni spotlights should demonstrate how FCCLA's mission and programs influenced their education or career path. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – February	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of February (of the current affiliation year). FCCLA Week is a great time to highlight outstanding alumni who continue to embody the FCCLA mission. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – March	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of March (of the current affiliation year). Chapters can feature alumni across social media, newsletters, or events to celebrate their continued success and leadership. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – April	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of April (of the current affiliation year). Spotlights may highlight alumni who have made an impact in their profession, community, or through ongoing support of FCCLA. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – May	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of May (of the current affiliation year). Alumni stories can serve as inspiration for graduating members and demonstrate the lifelong value of FCCLA involvement. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – June	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of June (of the current affiliation year). Alumni spotlights can include digital interviews, newsletters, or recognition posts showcasing how FCCLA contributed to their leadership and career success. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter spotlighting an alumni from your chapter – July	July 31	Reflection	Credit will be earned when your FCCLA Chapter connects with an alumni from your chapter to collect their story of where they are now and spotlights them during the month of July (of the current affiliation year). Chapters may use this opportunity to highlight alumni who remain engaged through volunteering, mentoring, or supporting National Leadership Conference events. To receive credit, chapters must submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

Engage - Opportunities Checklist

The *Engage* section recognizes your chapter's commitment to involving members in meaningful activities that promote personal growth, leadership development, and community service. Active engagement is essential for cultivating well-rounded members who are prepared to lead and make a positive impact in their communities.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Have at least one (1) FCCLA Chapter member apply to participate in the Japanese Exchange Program	January 3	Reflection	Credit will be earned when at least one (1) chapter member applies to participate in the Japanese Exchange Program. To receive credit, chapters must complete the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) and upload proof of the application, including the confirmation message received at the time of submission. Learn more about the Japanese Exchange Program at https://fcclainc.org/engage/japanese-exchange.
	Submit evidence of at least one (1) chapter member participating in a job shadowing activity	July 31	Reflection	Credit will be earned when at least one (1) chapter member participates in a job shadowing activity to explore career opportunities and gain real-world experience. Acceptable proof may include photos, a summary, or other documentation of the activity. To receive credit, submit evidence of the job shadowing activity by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting or attending a community job fair	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts or attends a community job fair to promote career awareness and provide members with exposure to real-world opportunities. Acceptable proof may include photos, event agendas, flyers, or a summary of the activity. To receive credit, submit evidence of the job fair participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter participating in a national partner contest	March 2	Reflection	Credit will be earned when your FCCLA Chapter participates in a national partner contest. Acceptable proof may include photos, entry confirmations, or a summary of the contest activity. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award). Visit the FCCLA website (https://fcclainc.org/engage/contests) to view available contest opportunities.
	Submit evidence of your FCCLA Chapter hosting a Be a Teacher Day event	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a Be a Teacher Day event to promote education-related careers and encourage interest in the Education Career Cluster. Acceptable proof may include photos, agendas, flyers, or a summary of the event. To receive credit, submit evidence of your chapter's Be a Teacher Day activities by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of utilizing the Say Yes to FCS Signing Ceremony toolkit	July 31	Reflection	Credit will be earned by providing evidence of using the "Say Yes to FCS" Signing Ceremony toolkit by submitting the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	At least one chapter member applies for a youth scholarship	March 2	Reflection	Credit will be earned when at least one (1) chapter member submits an application for an FCCLA youth scholarship. To receive credit, this achievement will be verified automatically in the FCCLA Portal, and no further action is required. Scholarship opportunities can be viewed at https://fcclainc.org/engage/youth-scholarships.
	Youth Scholarship Award Winner	July 31	Automatic	Credit will be earned when a chapter member is selected as a Youth Scholarship winner. To receive credit, this achievement will be verified automatically in the FCCLA Portal, and no further action is required.
	Submit evidence of integrating the Arts & Design Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Arts & Design Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Hospitality & Tourism Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Hospitality & Tourism Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Financial Services Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Financial Services Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Education & Training Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Education & Training Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Human Services Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Human Services Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of integrating the Public Service Career Cluster into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Public Service Career Cluster into classroom instruction to help prepare students for careers in this field. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the cluster was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a We Help Two fundraiser between August 1 and December 31	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a We Help Two fundraiser between August 1 and December 31 to support either the chapter or a local service organization of choice. Chapters must submit evidence of the fundraiser by uploading proof with a photo and a short summary that includes the name of the local organization that received the donated socks. To receive credit, submit evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a We Help Two fundraiser between January 1 and June 1	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a We Help Two fundraiser between January 1 and June 1 to support either the chapter or a local service organization of choice. Chapters must submit evidence of the fundraiser by uploading proof with a photo and a short summary that includes the name of the local organization that received the donated socks. To receive credit, submit evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a Funds2Orgs fundraiser between August 1 and December 31	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a Funds2Orgs fundraiser between August 1 and December 31. Chapters must submit photos and a summary of their fundraising activities and the outcome to receive credit. Proof should be uploaded through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a Funds2Orgs fundraiser between January 1 and June 1	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a Funds2Orgs fundraiser between January 1 and June 1. Chapters must submit photos and a summary of their fundraising activities and the outcome to receive credit. Proof should be uploaded through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit a Career Connection National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Career Connection National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.

	Submit a Community Service National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Community Service National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	Submit a FACTS National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the FACTS (Families Acting for Community Traffic Safety) National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form. Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	Submit a Families First National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Families First National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	Submit a Financial Fitness National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Financial Fitness National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	Submit a Power of One Application	March 2	Application	Credit will be earned when at least one (1) chapter member submits an FCCLA Power of One Award Application through the FCCLA Portal (Program Awards). This application recognizes members who have completed all five units of the Power of One program: A Better You, Family Ties, Working on Working, Take the Lead, and Speak Out for FCCLA. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.

	Submit a Stand Up National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Stand Up National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	Submit a Student Body National Program Award Application	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Student Body National Program Award Application through the FCCLA Portal (Program Awards). By submitting the National Program Award Application, your Chapter will automatically earn credit for both the award application and the project summary form (2 total credits). Applications submitted through this award application are considered for national recognition and cash prizes. Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing.
	National Program Award Top 15 Chapter	July 31	Automatic	Credit will be earned when your FCCLA Chapter project is recognized as one of the Top 15 in the nation for a National Program Award. This distinction highlights your chapter's excellence in planning and implementing impactful projects that align with FCCLA's National Programs. The recognition will be automatically tracked in the FCCLA Portal, and no additional action is required to receive credit. Chapters who achieve this honor can expect these points to be reflected within two (2) weeks of the end of the National Leadership Conference, if not sooner.
	National Programs Award Winner	March 2	Automatic	Credit will be earned if your FCCLA Chapter wins a National Program Award. Winning Chapters receive national recognition for their outstanding projects and achievements in implementing FCCLA's National Programs. This accomplishment is automatically tracked in the FCCLA Portal, and no additional action is required to receive credit. Chapters who win can expect these points to be reflected within two (2) weeks of the end of the National Leadership Conference, if not sooner.
	Submit a Career Connection National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Career Connection National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two weeks of the form closing.

	Submit a Community Service National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Community Service National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.
	Submit a FACTS National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the FACTS (Families Acting for Community Traffic Safety) National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.
	Submit a Families First National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Families First National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.
	Submit a Financial Fitness National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Financial Fitness National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.

	Submit a Stand Up National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Stand Up National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.
	Submit a Student Body National Program Project Summary Form	March 2	Application	Credit will be earned when your FCCLA Chapter develops a project and submits the Student Body National Program Project Summary Form through the FCCLA Portal (Program Awards). This option is designed for chapters that wish to share a summary of their project data without being considered for national recognition or cash prizes. If your FCCLA Chapter is submitting the National Program Award Application, you will automatically receive credit for this opportunity as well — please do not submit a separate Project Summary Form. Credit will automatically appear on the chapter's dashboard once the form is submitted. If it does not appear immediately, credit will be applied within two (2) weeks of the form closing.
	Submit evidence of integrating the Career Connection National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Career Connection National Program into classroom instruction to help prepare students for success in their personal and career goals. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Community Service National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Community Service National Program into classroom instruction to help prepare students for making a difference in their communities. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the FACTS National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the FACTS (Families Acting for Community Traffic Safety) National Program into classroom instruction to help students explore issues related to traffic safety and advocacy. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of integrating the Families First National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Families First National Program into classroom instruction to help students strengthen family relationships and skills. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Financial Fitness National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Financial Fitness National Program into classroom instruction to help students learn to make, save, and spend money wisely. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Power of One National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Power of One National Program into classroom instruction to help students set personal goals and develop leadership skills through its five units. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Stand Up National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Stand Up National Program into classroom instruction to help students develop skills for leadership and advocacy in their schools, communities, and beyond. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of integrating the Student Body National Program into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Student Body National Program into classroom instruction to help students learn to make healthy choices related to fitness, nutrition, and overall wellness. Acceptable proof may include lesson plans, student projects, photos, or summaries that demonstrate how the program was incorporated. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

Compete - Opportunities Checklist

The *Compete* section emphasizes your chapter's participation in FCCLA's Competitive Events, showcasing members' skills and achievements. Success in this area reflects your chapter's commitment to excellence and its ability to inspire members to reach their full potential.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Have at least one (1) team from your FCCLA Chapter compete in Round 1 of the FCCLA/LifeSmarts Knowledge Bowl	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter competes in Round 1 of the FCCLA/LifeSmarts Knowledge Bowl. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter qualify as a Top 40 team in the FCCLA/LifeSmarts Knowledge Bowl	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter qualifies as a Top 40 team in the FCCLA/LifeSmarts Knowledge Bowl. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter qualify as a Top 16 team in the FCCLA/LifeSmarts Knowledge Bowl	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter qualifies as a Top 16 team in the FCCLA/LifeSmarts Knowledge Bowl. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter place in the Top 4 of the FCCLA/LifeSmarts Knowledge Bowl at the National Leadership Conference	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter places in the Top 4 of the FCCLA/LifeSmarts Knowledge Bowl at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter compete in Round 1 of the Knowledge Matters Virtual Business Challenge	November 7	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter competes in Round 1 of the Knowledge Matters Virtual Business Challenge. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter qualify as a Top 8 team in Round 1 of the Knowledge Matters Virtual Business Challenge	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter qualifies as a Top 8 team in Round 1 of the Knowledge Matters Virtual Business Challenge. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter compete in Round 2 of the Knowledge Matters Virtual Business Challenge	February 27	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter competes in Round 2 of the Knowledge Matters Virtual Business Challenge. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.

	Have at least one (1) team from your FCCLA Chapter qualify as a Top 8 team in Round 2 of the Knowledge Matters Virtual Business Challenge	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter qualifies as a Top 8 team in Round 2 of the Knowledge Matters Virtual Business Challenge. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) team from your FCCLA Chapter win the National Championship Round of the Knowledge Matters Virtual Business Challenge	July 31	Automatic	Credit will be earned when at least one (1) team from your FCCLA Chapter wins the National Championship Round of the Knowledge Matters Virtual Business Challenge. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual from your FCCLA Chapter compete in a Skill Demonstration Event at the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) individual from your FCCLA Chapter competes in a Skill Demonstration Event at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual from your FCCLA Chapter place in the Top 3 of a Skill Demonstration Event at the National Leadership Conference	July 31	Automatic	Credit will be earned when at least one (1) individual from your FCCLA Chapter places in the Top 3 of a Skill Demonstration Event at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual from your FCCLA Chapter compete in a Fall FCCLA Challenge Test, presented by G-W Publisher	October 17	Automatic	Credit will be earned when at least one (1) individual from your FCCLA Chapter competes in a Fall FCCLA Challenge Test, presented by G-W Publisher. Credit will automatically appear on the chapter's dashboard once participation is confirmed. Credit will be applied within one (1) month of the close of the test date, if not sooner. No further action is required.
	Have at least one (1) individual from your FCCLA Chapter compete in an onsite FCCLA Challenge Test, presented by G-W Publisher, at the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) individual from your FCCLA Chapter competes in an onsite FCCLA Challenge Test, presented by G-W Publisher, at the National Leadership Conference. Credit will automatically appear on the chapter's dashboard once participation is confirmed. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual or team from your FCCLA Chapter qualify to compete in a STAR Event at the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) individual or team from your FCCLA Chapter qualifies to compete in a STAR Event at the National Leadership Conference. Credit will automatically appear on the chapter's dashboard once the state adviser qualifies at least one (1) individual or team from the chapter. If credit does not appear, chapters should reach out to their state adviser to confirm that members were marked as "qualified".

	Have at least one (1) individual or team from your FCCLA Chapter place in the Top 10 of a STAR Event at the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) individual or team from your FCCLA Chapter places in the Top 10 of a STAR Event at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual or team from your FCCLA Chapter place in the Top 3 of a STAR Event at the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) individual or team from your FCCLA Chapter places in the Top 3 of a STAR Event at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	Have at least one (1) individual or team from your FCCLA Chapter place 1st in a STAR Event at the National Leadership Conference	July 31	Automatic	Credit will be earned when at least one (1) individual or team from your FCCLA Chapter places 1st in a STAR Event at the National Leadership Conference. Credit will be applied within two (2) weeks of the end of the National Leadership Conference, if not sooner. No further action is required.
	(Chapter Adviser) Submit evidence of integrating STAR Events into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates at least one (1) FCCLA STAR Event into classroom instruction to help students connect their learning to competitive applications. Acceptable proof may include lesson plans, practice activities, student projects, or summaries of classroom integration. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	(Chapter Adviser) Submit evidence of integrating Skill Demonstration Events into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates at least one (1) FCCLA Skill Demonstration Event into classroom instruction to prepare students with hands-on skills relevant to their Career Clusters. Acceptable proof may include lesson plans, practice demonstrations, student projects, or summaries of classroom integration. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	(Chapter Adviser) Submit evidence of integrating FCCLA Challenge Tests into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates preparation for the FCCLA Challenge Tests into classroom instruction to help students demonstrate knowledge in content areas connected to Family and Consumer Sciences. Acceptable proof may include study guides, practice tests, review activities, or summaries of classroom integration. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	(Chapter Adviser) Submit evidence of integrating the FCCLA/LifeSmarts Knowledge Bowl into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates preparation for the FCCLA/LifeSmarts Knowledge Bowl into classroom instruction to help students build teamwork and problem-solving skills across content areas. Acceptable proof may include lesson plans, practice questions, study sessions, or summaries of classroom integration. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	(Chapter Adviser) Submit evidence of integrating the Knowledge Matters Virtual Business Challenge into classroom instruction	July 31	Reflection	Credit will be earned when a chapter adviser integrates the Knowledge Matters Virtual Business Challenge into classroom instruction to help students apply classroom knowledge to real-world business simulations. Acceptable proof may include practice simulations, lesson plans, or summaries of how the challenge was connected to coursework. To receive credit, advisers must upload evidence of integration through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Have at least one (1) adult from your FCCLA Chapter volunteer as a STAR Events Evaluator at the National Leadership Conference	July 31	Automatic	Credit will be earned when at least one (1) adult from your FCCLA Chapter registers to serve as a STAR Events volunteer at the National Leadership Conference. Advisers or other adults may select their volunteer role during the NLC registration process. Credit will automatically appear on the chapter's dashboard once volunteer registration is confirmed. No further action is required.
	Have three (3) or more adults from your FCCLA Chapter volunteer as STAR Events Evaluators at the National Leadership Conference	July 31	Reflection	Credit will be earned when three (3) or more adults from your FCCLA Chapter register to serve as STAR Events Evaluators at the National Leadership Conference. To receive credit, chapters must complete the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) and upload proof of evaluator registration and service. Acceptable proof includes a copy of the chapter's conference registration showing the total number of registered adults who served as STAR Events Evaluators. Credit will be applied within two (2) weeks of the end of the National Leadership Conference.
	Have five (5) or more adults from your FCCLA Chapter volunteer as STAR Events Evaluators at the National Leadership Conference	July 31	Reflection	Credit will be earned when five (5) or more adults from your FCCLA Chapter register to serve as STAR Events Evaluators at the National Leadership Conference. To receive credit, chapters must complete the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) and upload proof of evaluator registration and service. Acceptable proof includes a copy of the chapter's conference registration showing the total number of registered adults who served as STAR Events Evaluators. Credit will be applied within two (2) weeks of the end of the National Leadership Conference.

Attend - Opportunities Checklist

The *Attend* section underscores the importance of your chapter's active participation in FCCLA's national events. Attending these events connects your chapter to the broader FCCLA community, providing valuable experiences that enhance leadership, networking, and engagement.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Have at least one (1) chapter adviser register for the Chapter Adviser Summit	January 15	Automatic	Credit will be earned when at least one (1) chapter adviser from your FCCLA Chapter registers for the Chapter Adviser Summit. Advisers may select session preferences during the registration process. Credit will automatically appear on the chapter's dashboard once registration is confirmed. If it does not appear immediately, credit will be applied within two (2) weeks of the end of the event. No further action is required.
	Have at least one (1) chapter adviser who attended the Chapter Adviser Summit complete an event reflection	July 31	Reflection	Credit will be earned when at least one (1) chapter adviser who attended this year's Chapter Adviser Summit completes an event reflection sharing about their experience. This is not the same as the attendee feedback survey; it is a separate reflection opportunity. To receive credit, advisers must submit their reflection through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Have at least one (1) attendee from your FCCLA Chapter register for the Fall Leadership Institute	October 27	Automatic	Credit will be earned when at least one (1) attendee from your FCCLA Chapter registers for the Fall Leadership Institute. Advisers and attendees may select session preferences during the registration process. Credit will automatically appear on the chapter's dashboard once registration is confirmed. If it does not appear immediately, credit will be applied within two (2) weeks of the end of the event. No further action is required.
	Have at least one (1) member or adviser who attended the Fall Leadership Institute complete an event reflection	July 31	Reflection	Credit will be earned when at least one (1) member or adviser who attended this year's Fall Leadership Institute completes an event reflection sharing about their experience. This is not the same as the attendee feedback survey; it is a separate reflection opportunity. To receive credit, attendees must submit their reflection through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Have at least one (1) attendee from your FCCLA Chapter register for Capitol Leadership	November 15	Automatic	Credit will be earned when at least one (1) attendee from your FCCLA Chapter registers for Capitol Leadership. Credit will automatically appear on the chapter's dashboard once registration is confirmed. If it does not appear immediately, credit will be applied within two (2) weeks of the end of the event. No further action is required.
	Have at least one (1) member or adviser who attended the Capitol Leadership Conference complete an event reflection	July 31	Reflection	Credit will be earned when at least one (1) member or adviser who attended this year's Capitol Leadership Conference completes an event reflection sharing about their experience. This is not the same as the attendee feedback survey; it is a separate reflection opportunity. To receive credit, attendees must submit their reflection through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Have at least one (1) attendee from your FCCLA Chapter register for the National Leadership Conference	July 9	Automatic	Credit will be earned when at least one (1) attendee from your FCCLA Chapter registers for the National Leadership Conference. Credit will automatically appear on the chapter's dashboard once registration is confirmed. If it does not appear immediately, credit will be applied within two (2) weeks of the end of the event. No further action is required.
	Have at least one (1) member or adviser who attended the National Leadership Conference complete an event reflection	July 31	Reflection	Credit will be earned when at least one (1) member or adviser who attended this year's National Leadership Conference completes an event reflection sharing about their experience. This is not the same as the attendee feedback survey; it is a separate reflection opportunity. To receive credit, attendees must submit their reflection through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Have at least one (1) chapter adviser apply and host an Adviser Roundtable at the National Leadership Conference	Deadline to be listed on FCCLA Website	Automatic	Credit will be earned when at least one (1) chapter adviser from your FCCLA Chapter applies and hosts an Adviser Roundtable at the National Leadership Conference. The deadline for this opportunity is the deadline listed on the FCCLA Website for Adviser Roundtable application submissions. No late submissions can be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the end of the event.
	Have at least one (1) chapter member apply to host a Youth Workshop at the National Leadership Conference	Deadline to be listed on FCCLA Website	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter submits an application to host a Youth Workshop at the National Leadership Conference. The deadline for this opportunity is the deadline listed on the FCCLA Website for Youth Workshop application submissions. No late submissions can be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the application deadline.
	Have at least one (1) chapter member selected to host a Youth Workshop at the National Leadership Conference	Deadline to be listed on FCCLA Website		Credit will be earned when at least one (1) chapter member from your FCCLA Chapter is selected to host a Youth Workshop at the National Leadership Conference based on their submitted application. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the end of the event.
	Have at least one (1) chapter member apply to participate in the Content Creator Program at the National Leadership Conference	Deadline to be listed on FCCLA Website	Automatic	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter applies to be considered for the Content Creator Team at the National Leadership Conference. To be eligible for credit, the member submitting the application must be registered to attend the National Leadership Conference. Members must apply by the deadline listed on the National Leadership Conference Youth Opportunities page; late submissions will not be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application form and will appear on the chapter's dashboard within two (2) weeks of the end of the event. No further action is required.

	Have at least one (1) chapter member selected to serve on the Content Creator Team at the National Leadership Conference	Deadline to be listed on FCCLA Website	Automatic	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter is selected to serve on the Content Creator Team at the National Leadership Conference. Selected students are one of only ten (10) chosen across the nation to represent FCCLA as Content Creators. Credit will be applied based on the chapter ID number provided on the application form and will appear on the chapter's dashboard within two (2) weeks of the end of the event. No further action is required.
	Have at least one (1) chapter member apply to participate in the Fashion Show at the National Leadership Conference	Deadline to be listed on FCCLA Website	Automatic	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter applies to participate in the Fashion Show at the National Leadership Conference. The member applying must be registered to attend the National Leadership Conference. Members must apply by the deadline listed on the National Leadership Conference Youth Opportunities page; late submissions will not be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application form and will appear on the chapter's dashboard within two (2) weeks of the end of the event.
	Have at least one (1) chapter member apply to participate in the FCCLA Showcase at the National Leadership Conference	Deadline to be listed on FCCLA Website	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter applies to participate in the FCCLA Showcase at the National Leadership Conference. The member applying must be registered to attend the National Leadership Conference. Members must apply by the deadline listed on the National Leadership Conference Youth Opportunities page; late submissions will not be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application form and will appear on the chapter's dashboard within two (2) weeks of the end of the event.
	Have at least one (1) chapter member apply to participate in the Say Yes to FCS Signing Ceremony at the National Leadership Conference	Deadline to be listed on FCCLA Website	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter applies to participate in the Say Yes to FCS Signing Ceremony at the National Leadership Conference. The member applying must be registered to attend the National Leadership Conference. Members must apply by the deadline listed on the National Leadership Conference Youth Opportunities page; late submissions will not be accepted for this opportunity. Credit will be applied based on the chapter ID number provided on the application form and will appear on the chapter's dashboard within two (2) weeks of the end of the event.
	Have at least one (1) chapter member attend and engage in a regional/district FCCLA event	July 31	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter attends and engages in a regional or district FCCLA event. Credit will automatically appear on the chapter's dashboard once the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) is completed.
	Have at least one (1) chapter member host a workshop at a regional/district FCCLA event	July 31	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter hosts a workshop at a regional or district FCCLA event. Credit will automatically appear on the chapter's dashboard once the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) is completed.

	Have at least one (1) chapter member attend and engage in the FCCLA State Leadership Conference	July 31	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter attends and engages in the FCCLA State Leadership Conference. Credit will automatically appear on the chapter's dashboard once the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) is completed.
	Have at least one (1) chapter member host a workshop at a state FCCLA event	July 31	Reflection	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter hosts a workshop at a state FCCLA event. Credit will automatically appear on the chapter's dashboard once the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award) is completed.

Lead - Opportunities Checklist

The *Lead* section focuses on developing and demonstrating leadership within your chapter. Strong leadership is essential for guiding your chapter's vision, executing plans effectively, and inspiring members to take on active roles in FCCLA and beyond.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Submit evidence of conducting a chapter officer election	July 31	Reflection	Credit will be earned when your FCCLA Chapter conducts a formal officer election and develops a member-driven process for selecting chapter leaders. The election process should allow members to participate in nominating and voting for candidates and should be documented through materials such as ballots, meeting minutes, or candidate lists. Submit proof of your election process through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of hosting a Chapter Officer Training	July 31	Reflection	Credit will be earned when a chapter hosts a Chapter Officer Training. To receive credit, the chapter must upload evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of Chapter officers developing a vision statement for the year	July 31	Reflection	Credit will be earned when your FCCLA Chapter Officer Team develops a team vision statement to guide their leadership focus and priorities for the current affiliation year. The vision statement should be a short, clear, one-sentence statement that reflects the team's shared goals, leadership values, and unified direction for the year. To receive credit, upload a copy of your officer team's vision statement through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of developing or updating your Chapter Bylaws	July 31	Reflection	Credit will be earned when your FCCLA Chapter develops or updates Chapter Bylaws that align with the FCCLA National Bylaws. Chapter Bylaws should clearly outline officer roles, meeting procedures, voting guidelines, and decision-making processes to ensure consistency and effective leadership. To receive credit, upload a copy of your Chapter Bylaws through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of developing a Program of Work for the school year	July 31	Reflection	Credit will be earned when a Program of Work for the school year is developed and submitted. To receive credit, advisers must upload the plan through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of developing a chapter budget for the school year	July 31	Reflection	Credit will be earned when a chapter budget for the school year is developed and submitted. To receive credit, the chapter must upload the budget through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit a request for a National Officer or Leadership Training Member to attend (virtually or in person) a chapter meeting	July 31	Reflection	Credit will be earned when a request is submitted for a National Officer or Leadership Training Team member to attend a chapter meeting (virtually or in person). To receive credit, the chapter must upload proof of the request through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of a chapter member running for District/Region office	July 31	Reflection	Credit will be earned when at least one (1) chapter member seeks election for a District or Region office during the current membership year. To receive credit, the chapter must upload proof such as candidate materials, announcements, or verification from the District/Region Adviser through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of a chapter member serving as District/Region officer	July 31	Reflection	Credit will be earned when at least one (1) chapter member serves as a District or Region officer during the current membership year. To receive credit, the chapter must submit evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of a chapter member running for State office	July 31	Reflection	Credit will be earned when at least one (1) chapter member seeks election for a State office during the current membership year. To receive credit, the chapter must upload proof such as candidate materials, announcements, or verification from the State Adviser through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of a chapter member serving as State officer	July 31	Reflection	Credit will be earned when at least one (1) chapter member serves as a State officer during the current membership year. To receive credit, the chapter must submit evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	At a minimum, one (1) chapter member runs as a National Officer Candidate	May 1	Automatic	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter applies and is approved to run as a National Officer Candidate during the current membership year. This achievement will be verified automatically in the FCCLA Portal, and credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference. No further action is required.
	At a minimum, one (1) chapter member serves as a National Officer	May 1	Automatic	Credit will be earned when at least one (1) chapter member from your FCCLA Chapter serves as a National Officer during the current membership year. This achievement will be verified automatically in the FCCLA Portal, and credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference. No further action is required.
	Have at least one (1) chapter adviser graduate from Adviser Academy	July 31	Automatic	Credit will be earned when at least one (1) affiliated chapter adviser from your FCCLA Chapter graduates from Adviser Academy during the current year. To graduate, advisers must attend at least three (3) of the four (4) live sessions. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the adviser's chapter ID number. Credit will appear on the chapter's dashboard within three (3) weeks of the completion of the final Adviser Academy session for the year.
	Submit at least one (1) adviser award application	March 3	Application	Credit will be earned when at least one (1) adviser award application is submitted in the FCCLA Portal. To receive credit, advisers must complete the application under Surveys/Applications > National Awards or Surveys/Applications > Adviser Awards.
	Have at least one (1) chapter adviser named as an Adviser Award recipient	July 31	Automatic	Credit will be earned when at least one (1) chapter adviser is named as a recipient of a Chapter Adviser Award. To receive credit, this achievement will be verified automatically in the FCCLA Portal, and no further action is required.

	Submit a nomination for the National Alumni Achievement Award	March 3	Automatic	Credit will be earned when your FCCLA Chapter submits a nomination for the National Alumni Achievement Award through the FCCLA Portal (Surveys/Applications > National Awards). Credit will be applied based on the chapter ID number provided on the nomination form and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have your nomination selected as the winner of the National Alumni Achievement Award	March 3	Automatic	Credit will be earned when a nomination submitted by your FCCLA Chapter is selected as the winner of the National Alumni Achievement Award. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the chapter ID number tied to the winning nomination. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Submit a nomination for the National Distinguished Service Award	March 3	Automatic	Credit will be earned when your FCCLA Chapter submits a nomination for the National Distinguished Service Award through the FCCLA Portal (Surveys/Applications > National Awards). Credit will be applied based on the chapter ID number provided on the nomination form and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have your nomination selected as the winner of the National Distinguished Service Award	March 3	Automatic	Credit will be earned when a nomination submitted by your FCCLA Chapter is selected as the winner of the National Distinguished Service Award. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the chapter ID number tied to the winning nomination. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Submit a nomination for the National Honorary Membership Award	March 3	Automatic	Credit will be earned when your FCCLA Chapter submits a nomination for the National Honorary Membership Award through the FCCLA Portal (Surveys/Applications > National Awards). Credit will be applied based on the chapter ID number provided on the nomination form and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have your nomination selected as the winner of the National Honorary Membership Award	March 3	Automatic	Credit will be earned when a nomination submitted by your FCCLA Chapter is selected as the winner of the National Honorary Membership Award. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the chapter ID number tied to the winning nomination. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Submit a nomination for the National School Administrator Award	March 3	Automatic	Credit will be earned when your FCCLA Chapter submits a nomination for the National School Administrator Award through the FCCLA Portal (Surveys/Applications > National Awards). Credit will be applied based on the chapter ID number provided on the nomination form and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have your nomination selected as the winner of the National School Administrator Award	March 3	Automatic	Credit will be earned when a nomination submitted by your FCCLA Chapter is selected as the winner of the National School Administrator Award. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the chapter ID number tied to the winning nomination. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.

	Have at least one (1) member or adviser submit a Competitive Events Advisory Team application in the FCCLA Portal	March 3	Application	Credit will be earned when at least one (1) member or adviser from your FCCLA Chapter submits a Competitive Events Advisory Team application in the FCCLA Portal for the current year. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have at least one (1) member or adviser serve on the Competitive Events Advisory Team	March 3	Automatic	Credit will be earned when at least one (1) member or adviser from your FCCLA Chapter is selected and serves on the Competitive Events Advisory Team for the current year. This achievement will be verified automatically in the FCCLA Portal, and credit will be applied based on the chapter ID number tied to the service role. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have at least one (1) adviser submit a National Consultant Team application in the FCCLA Portal	March 3	Application	Credit will be earned when at least one (1) adviser from your FCCLA Chapter submits a National Consultant Team application in the FCCLA Portal for the current year. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have at least one (1) adviser serve on the National Consultant Team	March 3	Automatic	Credit will be earned when at least one (1) adviser from your FCCLA Chapter is selected and serves on the National Consultant Team for the current year. Credit will be applied based on the chapter ID number provided on the application and will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have at least one (1) member or adviser serve on the FCCLA Board of Directors	March 3	Automatic	Credit will be earned if at least one (1) member or adviser from your FCCLA Chapter is currently serving on the FCCLA Board of Directors during this year. Credit will be applied based on the chapter ID number tied to the individual serving on the Board of Directors. Credit will appear on the chapter's dashboard within two (2) weeks of the end of the National Leadership Conference.
	Have at least one (1) member or adviser serve on your State Association's Board of Directors	July 31	Reflection	Credit will be earned if at least one (1) member or adviser from your FCCLA Chapter is currently serving on your State Association's Board of Directors during this year. To receive credit, chapters must submit evidence of service through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit an original lesson plan on how you integrate FCCLA into your classroom	July 31	Reflection	Credit will be earned when a chapter adviser develops and submits an original lesson plan that demonstrates how FCCLA is integrated into classroom instruction. To receive credit, advisers must submit the lesson plan through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence that you are a current member of AAFCS or ACTE	July 31	Reflection	Credit will be earned when a chapter adviser submits proof of current membership in either AAFCS or ACTE. To receive credit, advisers must upload evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence that you have either mentored a new adviser or sought mentorship within this school year	July 31	Reflection	Credit will be earned when a chapter adviser mentors a new adviser or seeks mentorship during the school year. To receive credit, advisers must provide evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of attending an Adviser Webinar hosted by National FCCLA	July 31	Reflection	Credit will be earned when a chapter adviser attends an Adviser Webinar hosted by National FCCLA. To receive credit, advisers must upload proof of attendance through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Member of the Year Award – At least one member of the chapter applies for the FCCLA Member of the Year award	July 31	Automatic	Credit will be earned when at least one (1) chapter member applies for the FCCLA Member of the Year Award. To receive credit, this achievement will be verified after the application closes, and points will be reflected within two (2) weeks.
	Member of the Year Award – A member of the chapter is named as a top fifteen (15) semifinalist for the award.	July 31	Automatic	Credit will be automatically awarded when a member of your chapter is named as a top fifteen (15) semifinalist for the award. No further action is required.
	Member of the Year Award – A member of the chapter is named as a top five (5) finalist for the award.	July 31	Automatic	Credit will be automatically awarded when a member of your chapter is named as a top five (5) semifinalist for the award. No further action is required.
	Adviser of the Year Award – Chapter adviser applies or is nominated for the Adviser of the Year Award.	July 31	Automatic	Credit will be earned when at least one (1) chapter adviser applies or is nominated for the FCCLA Adviser of the Year Award. To receive credit, this achievement will be verified after the application closes, and points will be reflected within two (2) weeks.
	Adviser of the Year Award – Chapter adviser is named as a top fifteen (15) semifinalist for the award.	July 31	Automatic	Credit will be earned when a chapter adviser is named as a top fifteen (15) semifinalist for the award. To receive credit, this achievement will be verified automatically in the FCCLA Portal, and no further action is required.
	Adviser of the Year Award – Chapter adviser is named as a top five (5) finalist for the award.	July 31	Automatic	Credit will be earned when a chapter adviser is named as a top five (5) semifinalist for the award. To receive credit, this achievement will be verified automatically in the FCCLA Portal, and no further action is required.

Communications - Opportunities Checklist

The *Communications* section recognizes your chapter's ability to effectively share its goals, activities, and accomplishments with members, the school, and the broader community. Strong communication is key to building awareness, fostering engagement, and promoting the value of FCCLA.

✓	Opportunity	Opportunity Deadline	Opportunity Type	Detailed Description
	Apply for FCCLA's Chapter Public Relations Award	March 2	Application	Credit will be earned when your FCCLA Chapter applies for FCCLA's Chapter Public Relations Award. Applications must be completed and submitted by the deadline listed on the FCCLA website and in the FCCLA Portal (Surveys/Applications > National Awards). Credit will automatically appear on the Chapter's dashboard once the application is submitted. If it does not appear immediately, credit will be applied within two weeks of the application closing, as FCCLA will upload the Chapter ID numbers of all submitted applications to ensure proper credit is received.
	Submit evidence of your FCCLA Chapter using FCCLA's emblematic supplier for promotional items	July 31	Reflection	Credit will be earned when your FCCLA Chapter utilizes FCCLA's official emblematic supplier to order promotional items at the chapter or state level. This ensures all items follow brand standards and accurately represent FCCLA. To receive credit, submit proof of the promotional items purchased by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter developing a chapter t-shirt that follows FCCLA Brand Standards	July 31	Reflection	Credit will be earned when your FCCLA Chapter designs and produces a chapter t-shirt that aligns with FCCLA Brand Standards. The design should properly use FCCLA colors, logos, and guidelines to ensure consistency with the national brand. To receive credit, submit proof of the t-shirt design by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter advocating for FCCLA and/or Family and Consumer Sciences	July 31	Reflection	Credit will be earned when your FCCLA Chapter engages in advocacy efforts to promote FCCLA and/or Family and Consumer Sciences. Advocacy may include meeting with school administrators, presenting to local or state leaders, contacting elected officials, or participating in awareness campaigns. To receive credit, submit proof of your advocacy efforts by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter celebrating CTE Month in February	July 31	Reflection	Credit will be earned when your FCCLA Chapter participates in activities to celebrate Career and Technical Education (CTE) Month in February. Activities may include hosting events, promoting awareness campaigns, or engaging with school and community stakeholders to highlight the value of CTE and FCCLA. To receive credit, submit proof of your chapter's CTE Month activities by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your chapter's participation in FCCLA Week: Member Monday by celebrating and recognizing FCCLA Members	July 31	Reflection	Credit will be earned when your chapter participates in FCCLA Week – Member Monday by celebrating and recognizing FCCLA Members. Chapters should use the official FCCLA Week resources to showcase involvement. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your chapter's participation in FCCLA Week: FCCLA Day of Service by engaging in a community service activity	July 31	Reflection	Credit will be earned when your chapter participates in FCCLA Week – FCCLA Day of Service by engaging in a community service activity. Chapters should use the official FCCLA Week resources to highlight activities. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your chapter's participation in FCCLA Week: FCS Educator Day by recognizing and celebrating Family and Consumer Sciences educators	July 31	Reflection	Credit will be earned when your chapter participates in FCCLA Week – FCS Educator Day by recognizing and celebrating Family and Consumer Sciences educators. Chapters should use the official FCCLA Week resources to showcase involvement. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your chapter's participation in FCCLA Week: Alumni Day by connecting with and honoring FCCLA Alumni	July 31	Reflection	Credit will be earned when your chapter participates in FCCLA Week – Alumni Day by connecting with and honoring FCCLA Alumni. Chapters should use the official FCCLA Week resources to highlight activities. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your chapter's participation in FCCLA Week: FCCLA Spirit Day by showcasing chapter pride and promoting FCCLA spirit	July 31	Reflection	Credit will be earned when your chapter participates in FCCLA Week – FCCLA Spirit Day by showcasing chapter pride and promoting FCCLA spirit. Chapters should use the official FCCLA Week resources to share involvement. To receive credit, submit evidence of participation by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your chapter or state securing an official FCCLA Week proclamation	July 31	Reflection	Credit will be earned when your chapter or state association is successful in obtaining an official FCCLA Week proclamation. Proclamations may be issued by leaders in government, including governors, mayors, county executives, state legislatures, municipalities, and county or city governments. To receive credit, submit evidence by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter collaborating with other FCCLA Chapters to expand outreach and impact	July 31	Reflection	Credit will be earned when your FCCLA Chapter partners with other FCCLA Chapters to expand outreach and create a greater impact. Collaboration may include co-hosting events, working together on service projects, or jointly promoting FCCLA initiatives. To receive credit, submit proof of the collaboration (such as photos, joint flyers, newsletters, or meeting agendas) by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter collaborating with other Career and Technical Student Organizations to expand outreach and impact	July 31	Reflection	Credit will be earned when your FCCLA Chapter partners with one or more Career and Technical Student Organizations (BPA, DECA, FBLA, FFA, HOSA, SkillsUSA, or TSA) to expand outreach and create a greater impact. Collaboration may include co-hosting events, organizing joint service projects, or promoting career and technical education together. To receive credit, submit proof of the collaboration (such as photos, joint flyers, newsletters, or meeting agendas) by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter collaborating with community groups to expand outreach and impact	July 31	Reflection	Credit will be earned when your FCCLA Chapter partners with community groups, such as local service organizations, nonprofits, or civic associations, to expand outreach and create a greater impact. Collaboration may include co-hosting events, supporting community service projects, or jointly promoting initiatives that benefit the community. To receive credit, submit proof of the collaboration (such as photos, joint flyers, newsletters, or meeting agendas) by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter creating and distributing newsletters or emails to members about upcoming events and opportunities	July 31	Reflection	Credit will be earned when your FCCLA Chapter creates and distributes newsletters or emails to inform members about upcoming events, opportunities, and important chapter updates. Communications should be designed to keep members engaged, prepared, and aware of chapter activities throughout the year. To receive credit, submit the newsletters or emails your chapter distributed by uploading them through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter creating promotional materials to raise awareness about FCCLA	July 31	Reflection	Credit will be earned when your FCCLA Chapter develops promotional materials, such as flyers, posters, brochures, or digital graphics, to raise awareness about FCCLA. These materials should be designed to highlight FCCLA, promote membership, or showcase chapter activities. To receive credit, submit the promotional materials your chapter created by uploading them through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter developing a chapter promotion and marketing plan for the year	July 31	Reflection	Credit will be earned when your FCCLA Chapter develops a chapter promotion and marketing plan that outlines strategies to highlight chapter activities, recruit members, and increase community awareness of FCCLA. The plan should include clear goals, target audiences, key messages, timelines, communication methods, and promotional tools or resources the chapter will use throughout the year. It should also demonstrate intentional efforts to connect FCCLA involvement to both the school and local community. To receive credit, submit a copy of the plan through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter developing a chapter website to showcase activities and resources	July 31	Reflection	Credit will be earned when your FCCLA Chapter develops a chapter website that highlights chapter activities, accomplishments, and resources. The website should serve as a tool to promote FCCLA, share information with members, and showcase chapter involvement in school and community initiatives. To receive credit, submit evidence of the website by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter training members on the FCCLA Branding Guide and logo use process	July 31	Reflection	Credit will be earned when your FCCLA Chapter educates members on the FCCLA Branding Guide by reviewing the guidelines for correct brand representation. Training should include the process for requesting logo use, when it is appropriate to use the FCCLA logo, and how to ensure all chapter materials align with brand standards. To receive credit, submit evidence of this training by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter hosting a webinar or workshop to share knowledge and skills with other chapters or the community	July 31	Reflection	Credit will be earned when your FCCLA Chapter hosts a webinar or workshop designed to share knowledge, skills, or experiences gained through FCCLA with other chapters or members of the community. This may include virtual or in-person sessions that provide educational value, demonstrate leadership, or highlight FCCLA program involvement. To receive credit, submit evidence of the event by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter promoting and incorporating the FCCLA national annual theme in chapter activities	July 31	Reflection	Credit will be earned when your FCCLA Chapter promotes and incorporates the FCCLA national annual theme into chapter activities throughout the year. The current annual theme can be found on the FCCLA Website (https://fcclainc.org/communications/annual-theme). To receive credit, submit proof of how your chapter integrated the theme by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter using the Quarter 1 Communications Resources to recruit chapter members	July 31	Reflection	Credit will be earned when your FCCLA Chapter completes Quarter 1 recruitment activities by either using the provided communications resources or developing chapter-created materials that align with the quarterly action items. Quarterly action items and resources can be found on the FCCLA website here (https://fcclainc.org/communications/quarterly-communication-plan). To receive credit, submit proof of how your chapter completed these activities by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter using the Quarter 2 Communications Resources to develop a community service project	July 31	Reflection	Credit will be earned when your FCCLA Chapter completes Quarter 2 activities by either using the provided communications resources or developing chapter-created materials that align with the quarterly action items. Quarterly action items and resources can be found on the FCCLA website here (https://fcclainc.org/communications/quarterly-communication-plan). To receive credit, submit proof of how your chapter completed these activities by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter using the Quarter 3 Communications Resources to promote real-world skills gained through FCCLA	July 31	Reflection	Credit will be earned when your FCCLA Chapter completes Quarter 3 activities by either using the provided communications resources or developing chapter-created materials that align with the quarterly action items. Quarterly action items and resources can be found on the FCCLA website here (https://fcclainc.org/communications/quarterly-communication-plan). To receive credit, submit proof of how your chapter completed these activities by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter using the Quarter 4 Communications Resources to promote leadership development	July 31	Reflection	Credit will be earned when your FCCLA Chapter completes Quarter 4 activities by either using the provided communications resources or developing chapter-created materials that align with the quarterly action items. Quarterly action items and resources can be found on the FCCLA website here (https://fcclainc.org/communications/quarterly-communication-plan). To receive credit, submit proof of how your chapter completed these activities by uploading evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of utilizing social media platforms to promote the FCCLA and engage with members	July 31	Reflection	Credit will be earned when a chapter utilizes social media platforms to promote FCCLA and engage with members. To receive credit, the chapter must upload evidence through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence that your chapter adviser is a member of the FCCLA Adviser Facebook page.	July 31	Reflection	Credit will be earned when a chapter adviser is a member of the FCCLA Adviser Facebook page. To receive credit, the chapter must upload proof of membership through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence that your chapter follows @NationalFCCLA on Instagram and Facebook	July 31	Reflection	Credit will be earned when a chapter follows @NationalFCCLA on Instagram and Facebook. To receive credit, the chapter must upload proof of following through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	At least one (1) chapter member completes the Fall Membership and Communications Feedback Survey	July 31	Reflection	Credit will be earned when at least one (1) chapter member completes the Fall Membership and Communications Feedback Survey. The survey will be shared through newsletters, and a link will also be available in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award). The survey will open in early November and remain open for two weeks. Late submissions cannot be accepted, so chapters should watch for the link in their email inbox or check the FCCLA Portal beginning the first week of November. Chapter members must provide their correct chapter ID number when completing the survey, as credit is applied using this information. Credit will be applied within two weeks after the survey closes.
	At least one (1) chapter member completes the Spring Membership and Communications Feedback Survey	July 31	Reflection	Credit will be earned when at least one (1) chapter member completes the Spring Membership and Communications Feedback Survey. The survey will be shared through newsletters, and a link will also be available in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award). The survey will open in March and remain open for two weeks. Late submissions cannot be accepted, so chapters should watch for the link in their email inbox or check the FCCLA Portal beginning the first week of March. Chapter members must provide their correct chapter ID number when completing the survey, as credit is applied using this information. Credit will be applied within two weeks after the survey closes.

	Chapter adviser completes the Fall Membership and Communications Feedback Survey	July 31	Reflection	Credit will be earned when the chapter adviser (primary or secondary) completes the Fall Membership and Communications Feedback Survey. The survey will be shared through newsletters, and a link will also be available in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award). The survey will open in early November and remain open for two weeks. Late submissions cannot be accepted, so chapters should watch for the link in their email inbox or check the FCCLA Portal beginning the first week of November. Chapter advisers must provide their correct chapter ID number when completing the survey, as credit is applied using this information. Credit will be applied within two weeks after the survey closes.
	Chapter adviser completes the Spring Membership and Communications Feedback Survey	July 31	Reflection	Credit will be earned when the chapter adviser (primary or secondary) completes the Spring Membership and Communications Feedback Survey. The survey will be shared through newsletters, and a link will also be available in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award). The survey will open in March and remain open for two weeks. Late submissions cannot be accepted, so chapters should watch for the link in their email inbox or check the FCCLA Portal beginning the first week of March. Chapter advisers must provide their correct chapter ID number when completing the survey, as credit is applied using this information. Credit will be applied within two weeks after the survey closes.
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – August	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of August (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – September	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of September (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – October	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of October (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – November	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of November (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – December	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of December (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – January	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of January (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – February	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of February (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – March	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of March (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – April	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of April (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).

	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – May	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of May (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – June	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of June (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).
	Submit evidence of your FCCLA Chapter being featured in a news or media outlet – July	July 31	Reflection	Credit will be earned when your FCCLA Chapter is featured in a print or digital news outlet during the month of July (of the current affiliation year), such as a newspaper, television, radio, or online publication. Features should highlight Chapter activities, accomplishments, or community involvement. To receive credit, submit evidence of the feature by uploading proof through the Reflection survey in the FCCLA Portal (Surveys/Applications > Ultimate Chapter Award).