



2023-2024

Foreword - Texas Awards Program

These Texas Awards Program (TAP) event guidelines are for Texas events only. These will be used at the **Texas State Leadership Conference**. The NAP guidelines will be used at the state level except for number of entries. Check pg. 3-5 to see how many each chapter may enter per event.

FBLA members should print a copy of the NAP event guidelines and any rating sheet(s) and be responsible for following the guidelines exactly. Knowing and following the NAP guidelines are the responsibility of the student member and failure to follow guidelines will result in a penalty or disqualification.

Advisers should use the TAP, NAP, and the SLC Registration Packet to ensure that competitors are correctly registered, on-line and home-school production tests are administered as directed, and that all materials are submitted properly by the stated deadline.

If there are questions, please contact the Texas State Adviser, D’Ann Matlock, at stateadviser@fblatx.org or (cell) 210.452.6677.

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Texas Only Changes for 2023-2024

- Officer Screening will be held virtually prior to the SLC.
- The Adviser meeting will be held virtually prior to the SLC.
- Area meetings will run from 3pm - 5pm. They will be in two groups. One will run from 3pm – 4pm and the other will run from 4pm – 5pm. This will allow from 5pm – 8pm to eat, with the opening session beginning at 8pm.
- There will be a keynote during the opening session.
- ALL objective testing will be done at the SLC. This includes those events that use the objective test as the preliminary round.
 - Banking & Financial Systems
 - Business Management
 - Entrepreneurship
 - Help Desk
 - Hospitality & Event Management
 - International Business
 - Introduction to Event Management
 - Marketing
 - Network Design
 - Parliamentary Procedure
 - Sports & Entertainment Management
- No pipe and drape for presentation events
 - Will use one large room with tables spread out in the space.
 - Group will enter the space.
 - All portions will be timed by one timer.
 - Everyone will start and stop at the same time.
 - Setup
 - Presentation
 - Q&A
- Judges will have a virtual meeting prior to the SLC.
- Scrapbook will be digital and submitted prior to the SLC.
- Registration will increase to \$100.
- Required chaperone ratio will be required and will match Nationals requirements
 - High School – 15:1
 - Middle School – 12:1
- Curfew will move from midnight to 11 pm. This will match Nationals.

High School Changes for 2023-24

New Events

- **Financial Statement Analysis** will be a team presentation event.
- **Future Business Educator** will be an individual presentation with prejudged items event.
- **Introduction to Programming** will be a team presentation with topic event.
- **Visual Design** will be a team presentation with topic event.
- **Website Coding & Development** will be a team presentation with topic event.

Renamed Event Changes:

- **Political Science** is now Public Policy & Advocacy.

Retired Events

- **Business Financial Plan**
- **E-Business**
- **Publication Design**

Overall Changes

- Refreshed rating sheets.
- Penalty points moved to staff only.
- Refreshed categories: Chapter, Objective Test, Presentation, Production, Role Play
- Objective test time is now 50 minutes.
- Set-up time is now 3 minutes.

Other Changes

- **Future Business Leader** – Resume & Cover Letter brought to competition, is not left with judges; Final interview 10 minutes
- **Impromptu Speaking** – Presentation time 5 minutes
- **Introduction to Public Speaking** – Presentation time 5 minutes
- **Job Interview** – Resume & Cover Letter brought to competition, is not left with judges.
- **Public Service Announcement** – Presentation time increased to 7 minutes

High School Topics for 2022-2023

Broadcast Journalism:

You are part of your school's broadcast program. Deliver a LIVE broadcast event that includes the following:

- Highlight of a community service project
- College preparation tips
- Career/military exploration information
- Cafeteria offerings
- A story of an inspiring person in your school or community

Business Ethics:

What implications will the invention of applications such as ChatGPT and DALL-E have on the world of business? See the competitive event guidelines for the entire topic.

Coding & Programming:

Create a program that allows your school's Career and Technical Education Department to collect and store information about business and community partners. This program should include information on at least 25 different partners (real or fictional), with details such as, but not limited to, the type of organization, resources available, and direct contact information for an individual. The program should enable users to search and filter the information as needed.

Computer Game & Simulation Programming:

Create an adventure game with a storyline incorporating FBLA goals, concepts, and/or history. The game must:

- Be playable on the student device using Windows 10, Mac OS, or a modern web browser.
- Be compatible with a maximum ESRB rating of E10+.
- Be secure and bug-free.
- Include:
 - o A hero
 - o At least one villain
 - o Use of arrow keys for movement and can incorporate other keys for other actions
 - o Scoring (examples include points system, leaderboards, etc.)
 - o Win/lose screens
 - o At least two levels of play

Data Analysis:

Sun Motor Company is a fictitious auto manufacturer selling internal combustion (gas-powered) vehicles primarily in the United States. Sun Motor Company executives have expressed interest in the potential that electric vehicles could bring to the business. Your team is a consultant making data-driven recommendations for the executives. Using the datasets given analyze the data and provide analyses and recommendations about the opportunities and challenges facing the business. Not all datasets need to be included in the analysis and you are encouraged to include outside research. (The datasets will be included in the guidelines when released.)

Digital Animation:

Create an animated video for incoming freshmen that teaches a business concept related to any FBLA competitive event.

Digital Video Production:

Create a video that instructs others how to use a technology tool (hardware or software) found in a business setting. All video content must be original.

Financial Statement Analysis

Your CFO has asked you to prepare a presentation for your company's Board of Directors to describe the financial condition of Intel Corp and articulate your guidance on investment decisions. Show analysis performed on each financial statement and use that analysis to tell the company's Board of Directors a story of Intel Corp's performance and where you see the company going.

Graphic Design:

Your marketing firm has been asked to create a branding package for a new business in your community. The branding package needs to showcase your unique style and highlight your skills in today's design industry. Branding package to include:

- Brand and logo design
- Infographic or brochure of the business
- Advertisements for the promotion of the business
 - o Magazine advertisement
 - o Billboard (14 feet high and 48 feet wide)
 - o Two different social media posts

Introduction to Business Presentation:

Develop a presentation exploring the reasons behind business failures and explain strategies that a business can use to avoid failures.

Introduction to Programming

Create a program that allows students at your school to calculate their grade point average. Use your school's grading scale to calculate both weighted and unweighted grade point averages.

Introduction to Public Speaking:

Develop and deliver a speech based on the following topic: What skills are essential to secure your first job?

Introduction to Social Media Strategy:

Your marketing firm has been asked to present a social media strategy for the online summer fundraising event for your state FBLA chapter. This event is used to secure new donors and increase existing donor support. You are being asked to present your social media strategy to the state FBLA Board of Directors at their annual meeting.

Address the following in your social media strategy, focusing on ONE social media platform:

- A schedule of social media posts
- An example of a social media post
- A plan to develop awareness of the fundraising event and organization.

Do not create live accounts.

Mobile Application Development:

Create a mobile application that enables students to create a portfolio of their high school experiences. This app should allow students to showcase any of the following: their academic achievements, athletic participation, performing arts experience, clubs and organization memberships, community service hours, honors classes, and other related items.

Public Service Announcement:

There's more to FBLA than competitions! Create a public service announcement to share the benefits and opportunities around FBLA that are not a part of the Competitive Events Program.

Public Speaking:

Develop and deliver a speech based on the following topic: Based on the legal and ethical implications of cybercrime, what can be done to help combat cybercrime?

Social Media Strategies:

Your marketing firm has been asked to create a social media campaign for your local animal shelter to promote adoptions.

Address the following in your social media strategy:

- A schedule of social media posts
- Three examples of social media posts on multiple platforms
- Promotional plan of the campaign
- A plan to develop awareness of the animal shelter.

Do not create live accounts without permission from the animal shelter.

Visual Design:

Design a storefront display for a local business' holiday promotion. Include pictures or sketches of a window, door, and sidewalk display highlighting the promotion for the business.

Website Coding & Development

A business has approached your team and asked you to develop a website that advertises their open positions. The website must showcase your coding and creative design skills. Your website must include the following:

- A page including information about benefits and/or reasons to work at the company.
- A page including at least three different job openings at the company.
- An online job application form that allows applicants to apply for jobs at the company.

Note: Website does not have to be live. If partnering with an actual business, permission must be received from the business to make the website public.

Website Design:

A local non-profit organization will hold a gala in the next 90 days to help raise funds to support their mission. You have been asked to design a website that promotes the benefits of partnering with them and the upcoming gala.

The website should include the following elements:

- Navigation menu
- A header that promotes the non-profit organization and its activities
- A sub-section highlighting the gala and relevant information.
- An online form page to donate to the non-profit organization.
- An online form page to register for the gala.

Note: Website does not have to be live. If partnering with an actual non-profit organization, permission must be received from the non-profit organization to make the website public.

High School Event Summary

The following summaries are to help advisers and students understand the composition and implementation of the various competitive events. Please verify an individual event, however, by checking the specific event guidelines. You can find the complete Competitive Event Guidelines https://www.fbla-pbl.org/media/2022/08/FBLA-High-School-CE-Guidelines_8.29.22.pdf.

The updated rating sheets can be found at <https://www.fbla-pbl.org/media/2022/08/2022-23-High-School-Rating-Sheets-All-8.30.22.pdf>. Please have students use the rating sheets as they prepare their reports, projects, and presentations. The best thing to do is to follow the rating sheets in the order that they are given and in presentations to use the terminology used in the rating sheets. This will help the judges when scoring and they will not have to guess if a specific item has been met.

Students must use the FBLA Format Guide to format reports and for Word Processing and Computer Applications events. The Format Guide can be found at <https://www.fbla-pbl.org/media/FBLA-Format-Guide-2020-21-v6.pdf>.

I = Individual

T = Team

C = Chapter

Event Name	Event Type – I, C, T	# Entries Per Chapter	Type Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test	Recognition Only
Texas Events ONLY							
Adviser of the Year	C	1	Application				X
Battle of the Chapters	T of 4	1	Live Questions				
Business Person of the Year	C	1	Application				X
Endowment Fund Contribution	C	1	Highest Contribution				X
Local Chapter Scrapbook	C	1	Scrapbook				
March of Dimes Contribution	C	1	Highest Contribution				X
Vernon Payne Award	C	1	Application				X
Who's Who	C	1	Adviser Nomination				X
Texas & National Events							
Accounting I	I	4	Objective Test				
Accounting II	I	4	Objective Test				
Advertising	I	4	Objective Test				

Event Name	Event Type – I, C, T	# Entries Per Chapter	Type Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test	Recognition Only
Agribusiness	I	4	Objective Test				
American Enterprise Project	C	1	Prejudged Report & Presentation	10	X		
Banking & Financial Systems	I, T	2	Objective Test & Role Play	10		X	
Broadcast Journalism	I, T	1	Presentation w/Equipment				
Business Calculations	I	4	Objective Test				
Business Communication	I	4	Objective Test				
Business Ethics	I, T	2	Presentation w/Equipment	10		X	
Business Law	I	4	Objective Test				
Business Management	I, T	2	Objective Test & Role Play	10		X	
Business Plan	I, T	1	Prejudged Report & Presentation	10	X		
Client Service	I	1	Role Play	10			
Coding & Programming	I, T	1	Demonstration	10			
Community Service Project	C	1	Prejudged Report & Presentation	10			
Computer Applications	I	1	Production & Obj. Test				
Computer Game & Simulation Programming	I, T	1	Demonstration	10			
Computer Problem Solving	I	4	Objective Test				
Cyber Security	I	4	Objective Test				
Data Analysis	I, T	1	Presentation w/Equipment	10			
Database Design & Applications	I	1	Production & Obj. Test				
Digital Animation (previously 3-D Animation)	I, T	1	Prejudged Project & Presentation	10			
Digital Video Production	I, T	1	Prejudged Project & Presentation	10			
Economics	I	4	Objective Test				

Event Name	Event Type – I, C, T	# Entries Per Chapter	Type Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test	Recognition Only
Electronic Career Portfolio	I	1	Presentation w/Equipment	10			
Entrepreneurship	I, T	2	Objective Test & Role Play	10		X	
Financial Statement Analysis	I, T	1	Presentation	10			
Future Business Educator	I	2	Presentation	10	X		
Future Business Leader	I	1	Objective Test & Interview	10			
Graphic Design	I, T	1	Presentation w/Equipment	10			
Health Care Administration	I	4	Objective Test				
Help Desk	I	2	Individual Test & Role Play	10		X	
Hospitality & Event Management	I, T	2	Objective Test & Role Play	10		X	
Human Resource Management	I	4	Objective Test				
Impromptu Speaking	I	1	Speech	10			
Insurance & Risk Management	I	4	Objective Test				
International Business	I, T	2	Objective Test & Role Play				
Introduction to Business Concepts (9 th & 10 th)	I	4	Objective Test				
Introduction to Business Communication (9 th & 10 th)	I	4	Objective Test				
Introduction to Business Presentation (9 th & 10 th)	I, T	1	Presentation w/Equipment				
Introduction to Business Procedures (9 th & 10 th)	I	4	Objective Test				
Introduction to Event Planning (9 th & 10 th)	I, T	2	Objective Test & Role Play	10		X	
Introduction to FBLA (9 th & 10 th)	I	4	Objective Test				
Introduction to Financial Math (9 th & 10 th)	I	4	Objective Test				
Introduction to Information Technology (9 th & 10 th)	I	4	Objective Test				
Introduction to Marketing Concepts (9 th & 10 th) - NEW	I	4	Objective Test				
Introduction to Parliamentary Procedure (9 th & 10 th)	I	4	Objective Test				
Introduction to Programming (9 th & 10 th)	I, T	1	Presentation				
Introduction to Public Speaking I (9 th & 10 th)	I	1	Speech	10			

Event Name	Event Type – I, C, T	# Entries Per Chapter	Type Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test	Recognition Only
Introduction to Social Media Strategy (9 th & 10 th)	I, T	1	Presentation w/Equipment	10			
Job Interview	I	1	Interview	10			
Journalism	I	4	Objective Test				
Local Chapter Annual Business Report	C	1	Prejudged Report & Presentation	10	X		
Management Information Systems	I, T	2	Objective Test & Role Play	10		X	
Marketing	I, T	2	Objective Test & Role Play	10		X	
Mobile Application Development	I, T	1	Demonstration	10			
Network Design	I, T	2	Objective Test & Role Play	10		X	
Networking Infrastructures	I	4	Objective Test				
Organizational Leadership	I	4	Objective Test				
Parliamentary Procedure	T	2	Individual Objective & Team Role Play	10		X	
Partnership with Business Project	C	1	Prejudged Report & Presentation	10	X		
Personal Finance	I	4	Objective Test				
Public Policy & Advocacy	I	4	Objective Test				
Public Service Announcement	I, T	1	Presentation w/Equipment	10			
Public Speaking	I	1	Speech	10			
Sales Presentation	I, T	1	Presentation w/Equipment	10			
Securities & Investments	I	4	Objective Test				
Social Media Strategies	I, T	1	Presentation w/Equipment	10			
Sports & Entertainment Management	I, T	2	Objective Test & Role Play	10		X	
Spreadsheet Applications	I	1	Production & Obj. Test				
Supply Chain Management	I	4	Objective Test				
UX Design	I	4	Objective Test				
Visual Design	I, T	1	Presentation				
Website Coding & Programming	I, T	1	Presentation				

Event Name	Event Type – I, C, T	# Entries Per Chapter	Type Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test	Recognition Only
Web Site Development	I, T	1	Demonstration	10			
Word Processing	I	1	Production & Obj. Test				
National Events ONLY			See National Guide				
LifeSmarts (Fall/Spring)	T						
Virtual Business Finance Challenge (Fall/Spring)	I, T						
Virtual Business Management Challenge (Fall/Spring)	I, T						

Events with Materials to be Submitted Prior to the SLC

American Enterprise Project
 Business Ethics
 Business Plan
 Chapter Scrapbook (Electronic)
 Community Service Project
 Digital Animation

Digital Video Production
 Future Business Educator
 Future Business Leader
 Job Interview
 Local Chapter Annual Business Report
 Partnership with Business Project

Events with On-Line Test

Accounting I	Intro to Business Communication
Accounting II	Introduction to Business Concepts
Advertising	Introduction to Business Procedures
Agribusiness	Introduction to Event Planning
Banking & Financial Systems	Introduction to FBLA
Business Calculations	Introduction to Financial Math
Business Communication	Introduction to Information Technology
Business Ethics	Introduction to Marketing Concepts
Business Law	Introduction to Parliamentary Procedures
Business Management	Journalism
Computer Applications	Management Information Systems
Computer Problem Solving	Marketing
Cyber Security	Network Design
Database Design & Applications	Networking Infrastructures
Economics	Organizational Leadership
Entrepreneurship	Parliamentary Procedure
Future Business Leader	Personal Finance
Health Care Administration	Public Policy & Advocacy
Help Desk	Securities & Investments
Hospitality Management	Sports and Entertainment Management
Human Resource Management	Spreadsheet Applications
Insurance and Risk Management	Supply Chain Management
International Business	UX Design
	Word Processing

Events with Internet Access Provided

Coding & Programming	Electronic Career Portfolio
Computer Game & Simulation	Introduction to Social Media Strategy
Programming	Mobile Application Development
Data Analysis	Public Service Announcement
Digital Animation	Social Media Strategies
Digital Video Production	Website Design

Production Tests Taken at Home Campus (Objective portion will be taken at the SLC on Thursday)

Computer Applications	Spreadsheet Applications
Database Design & Applications	Word Processing

Middle School Changes for 2023-24

Overall Changes

- States can submit four entries in each competition.
- Individuals can compete in one individual/team event and one chapter event.
- Refreshed rating sheets; have descriptions
- Penalty points moved to the staff only
- Refreshed categories: Chapter, Objective Test, Presentation, Role Play
- Objective test time is now 30 minutes.
- Set-up time is now 3 minutes.

Other Changes

- **Annual Chapter Activities Presentation** – presentation time 7 minutes
- **Business Ethics** - presentation time 7 minutes; Source citing added to rating sheet
- **Career Research** - presentation time 7 minutes; Source citing added to rating sheet
- **Critical Thinking** - presentation time 7 minutes
- **Elevator Speech** - presentation time 3 minutes; removed business card and flyer requirement
- **Exploring Business Issues** - presentation time 7 minutes; added that technology can be used (3-minutes setup time added); source citing added to rating sheet
- **FBLA Mission & Pledge** - presentation time 7 minutes; Source citing added to rating sheet
- **Marketing Mix Challenge** - presentation time 7 minutes; Source citing added to rating sheet
- **Video Game Challenge** – source citing added to rating sheet

Middle School Topics for 2024 NLC

Business Ethics:

Artificial Intelligence: What implications will the invention of applications such as ChatGPT and DALL-E have on the world of business? See the competitive event guidelines for the entire topic.

Elevator Speech:

You and the other FBLA Middle School members at your school have been asked to speak at the next school board meeting about the benefits of Future Business Leaders of America membership in middle school. Share with the school board how you have benefited from membership in FBLA and why more funding should be made available to allow more students to participate..

Exploring Business Issues:

The traditional work environment is changing as technology provides employees with the ability to work from anywhere, including from their homes. More Americans are working from home, for longer periods of time. Employees are looking to push companies to break down the long-established structures and policies that traditionally have influenced workdays. Include answers to the following questions during your presentation: • How does this trend positively affect businesses? • How does this trend negatively affect businesses? • Examples of trends to discuss include collaboration, environmental impact, productivity, etc. (additional points/topics can be added)

Multimedia & Website Development:

You have been asked by a local small business in your community to develop a website that will promote their business. The website must include the following elements: • Home Page/Navigation Menu • A header that promotes the business and its products/services • An “About Us/Contact” page

- A page to register for the business' rewards program, sign up for newsletters or emails. Feel free to include any other elements to enhance the website. Note: Partnering with an actual local business is encouraged, but not mandated. Website does not have to be live. If partnering with an actual business, permission must be received from the business to make the website public.

Video Game Challenge:

Create an animated game, in any programming language or game/animation engine, with keyboard and/or mouse input. The game must be playable on a PC or Mac.

Middle School Event Summary

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The updated rating sheets can be found at <https://www.fbla-pbl.org/media/2022/08/2022-23-Middle-School-Rating-Sheets-All-8.30.22.pdf>. Please have students use the rating sheets as they prepare their reports, projects, and presentations. The best thing to do is to follow the rating sheets in the order that they are given and in presentations to use the terminology used in the rating sheets. This will help the judges when scoring and they will not have to guess if a specific item has been met.

Students must use the FBLA Format Guide to format reports and for Word Processing and Computer Applications events. The Format Guide can be found at <https://www.fbla-pbl.org/media/FBLA-Format-Guide-2020-21-v6.pdf>

D = Demonstration I = Individual T = Team C = Chapter

Event Name	Event Type - I, C, T	# Entries Per Chapter	Type of Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test Score	Recognition Only
Texas Events ONLY							
Adviser of the Year	C	1	Teacher Nominated				
Battle of the Chapters (included with high school)	Team of 4	2	Pre-Judged				
March of Dimes	C		Most Donations				X
Outstanding Middle School Member	I	1	Pre-Judged (Application)				
Who's Who	I	1	Teacher Nominated				X

Event Name	Event Type - I, C, T	# Entries Per Chapter	Type of Event	No. of Finalists	Finalist Determined by Prejudged Reports	Finalist Determined by Objective Test Score	Recognition Only
Texas & National Events							
Annual Chapter Activities Presentation	C	1	Presentation w/Equip	10			
Business Ethics	I, T	1	Presentation w/Equip	10		X	
Business Etiquette	I	4	Objective Test				
Career Exploration	I	4	Objective Test				
Career Research	I	1	Presentation w/Equip	10			
Community Service Presentation	C	1	Presentation w/Equip	10			
Critical Thinking	I, T	1	Presentation without Equip	10			
Digital Citizenship	I	4	Objective Test				
Elevator Speech	I	1	Speech	10			
Exploring Business Issues	I, T	1	Presentation without Equip	10			
Exploring Computer Science	I	4	Objective Test				
Exploring Economics	I	4	Objective Test				
Exploring Technology	I	4	Objective Test				
FBLA Concepts	I	4	Objective Test				
FBLA Mission & Pledge	I	1	Presentation without Equip	10			
Financial Literacy	I	4	Objective Test				
Interpersonal Communication	I	4	Objective Test				
Leadership	I	4	Objective Test				
Learning Strategies	I	4	Objective Test				
Marketing Mix Challenge	I, T	1	Presentation w/Equip	10			
Multimedia & Website Development	I, T	1	Demonstration	10			
Running an Effective Meeting	I	4	Objective Test				
Video Game Challenge	I, T	1	Demonstration	10			

Events with On-Line Test (All objective tests will be taken at the SLC on Thursday.)

Business Ethics	FBLA Concepts
Business Etiquette	Financial Literacy
Career Exploration	Interpersonal Communication
Digital Citizenship	Leadership
Exploring Computer Science	Learning Strategies
Exploring Economics	Running an Effective Meeting
Exploring Technology	

Special Information

Please be aware of the following regulations that affect the Texas Awards Program:

- **Attendance at SLC.** If a chapter enters any competitive event, an adviser **MUST** be present at the SLC and must help administer the competitive event program; otherwise, all competitors from that chapter will be disqualified.
- **Adviser Assignments.** All advisers and adults attending the SLC are required to help morning and afternoon to ensure that the competitive event program occurs.
- **Finalists Notice.** Finalists will **NOT** be notified prior to the SLC. In events with early elimination (reports, electronic submissions) the maximum number of finalists presenting at the SLC is 10.
- **Pre-Submitted and Electronic Entries.** Deadline dates and the method of submission will be given in the SLC Registration Packet which is sent to advisers registered on the Texas ListServe and is posted on the state's website.
- **Americans with Disabilities Act (ADA).** Texas FBLA meets the criteria specified in the Americans with Disabilities Act for all participants who submit a special needs request to the State Adviser prior to the SLC registration deadline.
- **National Clusters and NBEA Standards.** Consult the National Awards Program for this information at fbla-pbl.org, FBLA, Competitive Events, Event Guidelines and Rating Sheets.
- **Format Guide (NAP).** Competitors in Computer Applications and Word Processing are allowed to use the Format Guide for the production portion of the events. The Format Guide can be found at <https://www.fbla-pbl.org/media/FBLA-Format-Guide-2020-21-v6.pdf>
- **Fair Use.** All competitors using materials from other sources must document those sources; check the Format Guide pg. 141 for instructions.
- **Events Entered.** An individual may enter one individual **OR** team event. However, a student may enter an event and be in recognition events such as Who's Who. A student may enter chapter events and another event. No changes to scheduling or the assigned order of presentations will be made to accommodate competitors entered in multiple events.

- **Entries Per Chapter.** A chapter may enter up to four competitors in events with an online test only. A chapter may enter two individuals **OR** teams in events with an on-line test and a presentation, where the on-line test is used to determine finalists. One entrant per chapter is allowed in all other events. Who's Who may have one entry per chapter, plus any state and national officers.
- **Repeat Competitors.** Competitors are not permitted to compete in an event more than once at the NLC unless they have placed in the top 10. If a member places in the top ten of an event at NLC, they are no longer eligible to compete in that event. This eliminates the exceptions for team events that were previously in place, as this change will now affect all events.
- **Repeat Projects.** Once a project (such as Community Service Project) has placed at the SLC, that project may **not** be used again for competition purposes for at least five years.
- **Event Audiences.** Preliminary events are not open to an audience. Final rounds for events with topics given at the SLC will also not be open to an audience.
- **Recognition for Chapter Membership.** To receive recognition for chapter membership, such as Largest Percentage of Increase, the chapter must be present at the SLC.
- **Awards Attire.** Students not appropriately attired will not be permitted on stage to accept awards. Chapters leaving immediately after the Awards Ceremony should make arrangements for students to change into travel clothes after the session.
- **Winner Changes.** No placement changes will be made after the conclusion of SLC.
- **Awards.** Awards not picked up during the awards ceremony will **NOT** be mailed to winners. If you will not be available during the awards ceremony, make arrangements with another adviser to pick up any awards your chapter may earn. Unclaimed awards will be returned to the supplier for credit.
- **Return of Materials.** Rating sheets, reports, media submissions, etc. will be available for pickup **immediately** following the awards ceremony at the SLC. Any materials not picked up will be thrown away immediately after the session closes. Materials will **not** be mailed to chapters. If you will not be available immediately at the close of the awards ceremony, make arrangements to have someone pick up materials for you.
- **National Competition.** National Awards Program guidelines allows each state to enter four (4) competitors in every national-level event. Since we recognize only five places on the state level; we will not go past fifth place to certify state winners for national competition. If two state winners cannot attend, Texas FBLA will not have a full contingent in the event.
- **Materials from the NLC** will be mailed only upon request and only if the name(s) of the member(s), the event, and the school are provided. A self-addressed, stamped envelope must also be provided.

ADVISER OF THE YEAR JOAN E. BORUK RECOGNITION AWARD

There could be no local FBLA chapters without the dedication of teachers. This recognition event is designed to recognize one outstanding adviser each year.

ELIGIBILITY

Each chapter may enter one adviser who is on record in the FBLA-PBL national office as a local chapter adviser by February 1.

An adviser may be recognized once every five (5) years for this award.

PROCEDURE

The selection of the Texas FBLA Adviser of the year will be determined by the points on the Rating Sheets. If there is a tie, the adviser with the most number of years as an adviser will be selected.

JUDGING

There will be no judging in this event.

STATE AWARDS

One local adviser will be selected for recognition in this event.

NATIONAL LEADERSHIP CONFERENCE

The Adviser of the Year named at the SLC will be recognized at the national conference.

ADVISER OF THE YEAR ENTRY FORM

Every year for the National Leadership Conference each state is asked to submit the name of one adviser to be presented as the “Adviser of the Year.” Each state determines how to select its honoree. If an adviser in your chapter qualifies in several of the areas below, complete this form, attach supporting documentation (such as officer names, years or conference city), and return it with the SLC registration materials. The one (1) local adviser with the highest documented point total who has not been recognized as Adviser of the Year within the last five (5) years will be selected. The Texas Adviser of the Year will be recognized at the SLC **and** at the NLC.

Adviser _____ **Area** _____

School _____ **City** _____

Home Address _____

City _____ **ZIP** _____ **Home Phone** (_____) _____

FBLA Membership - 1 point x _____ years _____

Conferences Attended

- | | |
|--|----------|
| a. Area Workshops – 1 point x _____ | a. _____ |
| b. District Conferences – 1 point x _____ | b. _____ |
| c. State Leadership Conferences – 3 point x _____ | c. _____ |
| d. National Fall Leadership Conferences – 3 points x _____ | d. _____ |
| e. National Leadership Conferences – 5 points x _____ | e. _____ |
| f. Institute for Leaders – 5 points x _____ | f. _____ |

Officer Sponsorships

- | | |
|--|----------|
| a. Attended State Officer Training – 10 points x _____ | a. _____ |
| b. Each district officer – 5 points x _____ | b. _____ |
| c. Each state officer – 10 points x _____ | c. _____ |
| d. Each national officer – 15 points x _____ | d. _____ |

Conference Coordinator

- | | |
|--|----------|
| a. Area Workshop – 5 points x _____ | a. _____ |
| b. District Conference Coordinator – 15 points x _____ | b. _____ |
| c. State Leadership Conference – 20 points x _____ | c. _____ |
| d. National Fall Leadership Conference – 30 points x _____ | d. _____ |
| e. National Leadership Conference – 30 points x _____ | e. _____ |

Workshops Presented

SLC, NFLC, NLC, or other FBLA-related – 5 points x _____

Offices Held

- | | |
|--|----------|
| a. State Adviser – 5 points x _____ | a. _____ |
| b. Area Adviser, State Associate Adviser/Coordinators – 4 points x _____ | b. _____ |
| c. Texas Board of Directors – 10 points x _____ terms | c. _____ |
| d. National Board of Directors – 10 points x _____ terms | d. _____ |
| e. National Awards Program Committee – 5 points x _____ terms | e. _____ |

Additional FBLA Activities (Manuals written, Special Assignments)

Document each – 1 point x _____

TOTAL POINTS

BUSINESS PERSON OF THE YEAR

This national event recognizes outstanding leaders from the business sector who have contributed to the success of Future Business Leaders of America-Phi Beta Lambda on the local, state, and/or national levels.

Eligibility

Each chapter may nominate one (1) person for Businessperson of the Year. Nominees must be members of the business sector, not students or educators.

Overview

The entry form must be completed by the local adviser and mailed, with the nominee's biographical sketch attached, to the state adviser by the published deadline. The biographical sketch should include the bullets listed under the procedures section

Nominees must be members of the business community. Persons who are students or full-time employees of educational institutions or departments of education are not eligible for this award; such nominees will be disqualified.

Guidelines

Criteria for selection of nominees at the state level should include, but not limited to,

Years of participation in FBLA-PBL activities

Promotion of FBLA-PBL through presentations and seminars

Contribution to local or state chapter projects and activities

Financial assistance to and sponsorship of activities for local and/ or state chapter(s)

The biographical sketch of each nominee should particularly address the above areas.

State Recognition

Each nominee attending the SLC will be recognized during the conference.

National Recognition

All nominations received by the state association will be forwarded to the national office for national recognition. Each nominee attending the NLC will be recognized during the conference.

Business Person of the Year Entry Form

Chapter _____ City _____

Adviser _____

Nominee's Name _____

Address _____

City _____ ZIP _____

Cell Phone (_____) _____

Company _____

Position _____

Company Address _____

City _____ ZIP _____

Work Phone (_____) _____

Supervisor's Name _____

Will the nominee attend the Awards Session Saturday? Yes No

If yes, what is the name of the chapter member who will read the nomination during the ceremony? Please print legibly so information can be entered in the Awards script correctly.

Attach a typed biographical sketch.

**THE CHAPTER MEMBER MAKING THE INTRODUCTION MUST
BRING THIS INFORMATION TO THE SLC AWARDS CEREMONY TO READ WHILE MAKING
THE INTRODUCTION!**

The biographical sketch will NOT be in the script.

**ENDOWMENT FUND
100% PARTICIPATION
HIGHEST PERCENTAGE CONTRIBUTION
HIGHEST CONTRIBUTION PER MEMBER**

TEXAS FBLA RECOGNITION AWARD

Effective only on the state level, this event was established by votes of the 1982-83 State Executive Committee and local chapters at the 1983 State Leadership Conference. Chapters have committed themselves to establish and support an Endowment Fund for scholarships and training.

ELIGIBILITY

All properly registered chapters in the state of Texas who make a contribution to the fund are eligible for recognition.

REGULATIONS

1. The SLC entry form must be completed by the local adviser and submitted to the state office by the published registration deadline.
2. Contributions must be received by the close of registration at the SLC.
3. Chapter registration, number of student members, and amount of contribution will be verified by records in the state office as of the SLC registration deadline.

JUDGING

Chapters recognized in this event are determined based on entry forms submitted, contributions received, and total chapter membership as verified by records in the state office.

STATE AWARDS

The number of awards presented is determined by the state office and/or the number of entries. All chapters contributing at least \$1.00 for every registered member will be recognized as will the top three contributors.

NATIONAL LEADERSHIP CONFERENCE

The recognized chapters in this event will **not** advance to the national level.

Endowment Fund Contributions

Entry Form

School _____

City _____

Adviser _____

Endowment – 100% Participation

Total Chapter Membership _____

Amount Contributed (must be at least \$1 per member) \$ _____

Endowment – Highest Percentage of Contribution

Total Contributed \$ _____ divided by

Total Student Membership _____ equals

Average Contribution Per Member \$ _____

LOCAL CHAPTER SCRAPBOOK

Scrapbooks are used to record and display a local chapter's involvement during the school year. The event provides participants with experience in displaying documents, pictures, and memorabilia in a digital format report.

Scrapbook Purpose

The scrapbook should summarize the activities of the local chapter for the time period between the start of the previous school year's State Leadership Conference and the start of the current school year's State Leadership Conference. Project materials used for other FBLA reports may be included. The scrapbook should include the chapter's profile, productivity, recognition and business procedures. The scrapbook will include activities with officers, members, community service participation, leadership, fundraisers, and school involvement.

Eligibility

Each school may submit one digital scrapbook and must be an active local chapter that is on record in the FBLA-PBL National Center as having paid dues by February 1 of the current school year.

Procedure

The scrapbook format must follow the same sequence shown on the rating sheet with sections clearly identified. Creativity and professionalism are encouraged in the scrapbook layout.

No more than 60 digital pages will be allowed.

Photographs and items are to be identified with the activity, date taken, and the names of individuals involved.

Penalty points will be assessed if the above items are not properly addressed.

The scrapbook may display the selected conference theme or may develop the chapter's theme for the year.

All scrapbooks will be turned in digitally to the conference software prior to the SLC. Due dates will be given in the registration packet.

State Awards

The maximum number of awards at the State Leadership Conference is three. No ties will be awarded. The scorings of the judges are final.

National Advancement

Winners in this event **do not** advance to national competition.

Local Chapter Scrapbook - Rating Sheet

(State Event Only – No Advance to NLC)

Evaluation Item	Not Demonstrated	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations	Points Earned
Chapter Profile					
President's letter to chapter membership <small>*Number of members *Size of school and community *When and where the chapter was organized</small>	0	3	7	10	
Productivity					
Recruitment of members and chapters	0	2	4	5	
Leadership development for officers and members	0	3	7	10	
Preparation of students for business careers	0	2	4	5	
Service to the school and community	0	3	7	10	
Cooperation with business, professional, and service groups	0	2	4	5	
Participation in public relations activities	0	2	4	5	
Support of FBLA national and state projects	0	2	4	5	
Attendance and participation at state and nationally sponsored conferences	0	2	4	5	
Recognition					
For FBLA-PBL competitive events and activities	0	2	4	6	
For school, community, business, and industry activities	0	2	3	4	
Businesslike Procedures					
Chapter management and organization	0	2	4	5	
Fundraising activities	0	2	4	5	
Format of Scrapbook					
Clear and concise presentation with logical arrangement of information	0	3	7	10	
Correct grammar, punctuation, spelling, and acceptable business style	0	2	4	5	
Displays a theme, creative design, photos and professional material layout	0	2	4	5	
Total Points (100 max) minus penalty points _____ (not to exceed 20 points) =					

School _____ City _____

Judge's Signature _____ Comments _____

MARCH OF DIMES

Texas FBLA Recognition Award

Effective only on the state level, this event was established in support of the national March of Dimes project. Every chapter is encouraged to contribute to this nation-wide community service project.

ELIGIBILITY

All properly registered chapters in the state of Texas who make a contribution to the March of Dimes are eligible.

REGULATIONS

1. The SLC entry form must be completed by the local adviser and submitted to the state office by the published SLC registration deadline.
2. Contributions must be received by the close of registration at the SLC.
3. Chapter registration, the number of student members, and the amount of contribution will be verified by records in the state/national office as of February 1.

PROCEDURE

The entry form may include only those contributions made to the March of Dimes between the last State Leadership Conference and the current conference registration deadline. Chapters must have contributed at least \$1.00 for each student member in the chapter. Advisers will not be included as membership. Total chapter contributions for the year will be divided by the highest student membership for the year to obtain a contribution per member figure that will be used to determine the winners of this event.

JUDGING

Winners in this event are determined based on entry forms submitted, chapter membership, and total contributions received as verified by records in the state office.

Scores shall be calculated by:

1. Scores shall be calculated by: $\frac{\text{Total Contributed}}{\text{Total Student Membership}} = \text{Average Contribution Per Member}$
2. Largest chapter contribution.

STATE AWARDS

The number of awards presented is determined by the state office and/or number of entries. The maximum number is five (5).

NATIONAL LEADERSHIP CONFERENCE

The recognized chapters in this event will **not** advance to the national level.

SCHOOL _____ CITY _____

ADVISER _____

ENTRY FORM – MARCH OF DIMES CONTRIBUTION

The entry should include contributions made to the March of Dimes after the close of the last State Leadership Conference and through the date of this SLC registration deadline. Winners will be determined by the highest contribution per member and largest contribution.

Complete the information below and **include supporting documentation** for contributions already made. For a contribution turned in with the SLC registration, make the check payable to the March of Dimes.

<u>Date</u>	<u>Amount of Contribution</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____ (donation received with registration)

Total Contributions \$ _____
 divided by
 Number of Chapter Members _____ equals
 Average Contribution Per Member \$ _____

VERNON PAYNE AWARD

Texas FBLA Recognition Award

This award, named after the founder of Texas FBLA, recognizes the most active Texas FBLA chapters on the local, district, state and national levels.

Directions

Complete the following Rating Sheet and attach supporting documentation for each item. Turn in the Rating Sheet and the attached documentation during Event Confirmation on the first day of the SLC. Points claimed may be adjusted by the judges based on the documentation submitted. The top chapter will be recognized at the SLC. Winners do not advance to national competition.

State Awards

The maximum number of awards at the State Leadership Conference is one (1). No ties will be awarded. The scorings of the judges are final.

National Advancement

Winners in this event do **not** advance to national competition.

VERNON PAYNE AWARD APPLICATION

School _____

City _____

Chapter Adviser _____

1. MEMBERSHIP

- A. 100 points for each chapter organized/reactivated and installed (list) 1. A _____
- B. Increase in your local chapter membership over last year
 - 0-15% - 25 points 51-70% - 70 points
 - 16-30% - 40 points 71-90% - 90 points
 - 31-50% - 50 points 91-100% - 100 points
- (_____ Members last year / _____ Members This Year = _____) 1 B _____
- C. Percentage of your school's students with FBLA membership:
 - 0-10% - 25 points 21-25% - 70 points
 - 11-15% - 35 points Above 25% - 100 points
 - 16-20% - 50 points
- (_____ Members / _____ Students = _____) 1 C. _____

2. COMMUNICATIONS

- A. Meeting state and national membership dues deadlines, 100 points 2 A. _____
- B. Chapter news in local newspapers, on radio, TV, etc. 50 points 2 B. _____
- C. News submitted to State Reporter/Historian, 50 points 2 C. _____
- D. 25 points each presentation to civic organizations or school board 2 D. _____

3. CONTRIBUTIONS

- A. Endowment Fund: Contributing \$1 or more per member, 100 points **OR**
Contributing at least \$10 but less than \$1 per member, 50 points 3 A. _____
- B. March of Dimes: Contributing \$2 or more per member, 100 points 3 B. _____
- C. Securing a donation from a business, 100 points 3 C. _____

Vernon Payne Award Continued:

School _____

4. DISTRICT INVOLVEMENT

- A. Hosting an Area Workshop, 100 points 4 A. _____
- B. Attending an Area Workshop, 25 points 4 B. _____
- C. Significant share in organizing the District Conference, 25 points 4 C. _____
- D. Hosting a District conference at your school, 100 points 4 D. _____
- E. Attending a District Conference, 25 points 4 E. _____
- F. 50 points for each district officer candidate: _____ x 50 = 4 F. _____

5. STATE INVOLVEMENT

- A. 50 points for an officer candidate at this SLC 5 A. _____
- B. 50 points for each member and adviser at this SLC: _____ x 50 = B. _____
- C. 50 points for each event entered at this SLC: _____ x 50 = C. _____
- D. 200 points per state officer in good standing this past year: _____ x 200 = D. _____
- E. 50 points per officer and adviser attending State Officer Training _____ x 50 = E. _____
- F. 50 points for each officer attending Ventures: _____ x 50 = F. _____
- G. 50 points for state officer working Business Ed. PDC: _____ x 50 = G. _____
- H. Travel to SLC: _____ Round Trip Mileage x _____ No. Attending/100= H. _____

6. NATIONAL INVOLVEMENT

- I. 200 points for an officer candidate at the last NLC
- J. 50 points per adviser/non-competing member attending last NCL: _____ x 50 =
- K. 150 points per member entered in event at the last NLC: _____ x 150 =
- L. 150 points for each member placing in top 10 at the last NLC: _____ x 150 =
- M. 200 points for a national officer remaining in good standing for past year
- N. 25 points each for participating in national projects: _____ x 25 =
- O. 25 points-planning/conducting meetings/activities on FBLA purposes/goals
- P. 50 points each professional member: _____ x 50 =
- Q. 15 points per member/adviser attending the Institute for Leaders: _____ x 15 =

- 6. A. _____
- B. _____
- C. _____
- D. _____
- E. _____
- F. _____
- G. _____
- H. _____
- I. _____

TOTAL POINTS CLAIMED

Who's Who in FBLA

This award honors FBLA members who have made outstanding contributions to the Association at the local, area, state, and national levels.

Eligibility

Each chapter may enter one (1) participant who is on record in the FBLA-PBL national office as having paid dues by February 1 of the current school year.

National and state officers automatically earn recognition in this event; therefore, having a national or state officer does not prohibit a chapter from selecting an additional member for this honor. One nominee from each local chapter is **automatically** recognized if a name is listed on the SLC event registration form; the Rating Sheet will **not** need to be completed for this nominee.

A member nominated for Who's Who in FBLA, which is recognition and not an individual event, may compete in another event.

Regulations

The entry must be submitted in the online registration by the local chapter adviser by the registration deadline. If the local chapter nominee is unable to attend the State Leadership Conference, the chapter may designate a delegate to accept the award for that nominee.

Procedure

Criteria for selection of the nominee from a local chapter and as the state's representative to the National Leadership Conference should include:

- Years of participation in FBLA activities
- Extent of participation in conferences sponsored by the state chapter and national association
- Offices, chairmanships, and committee memberships held
- Contributions to local, state, and national projects
- Participation in other activities
- Recommendations supportive of the member's involvement in FBLA

TEXAS REPRESENTATIVE TO THE NLC

One individual will be selected as the Texas FBLA Who's Who. To be considered for selection as the Texas representative to the National Leadership Conference, a nominee must complete and submit with the SLC event registration form the Who's Who Rating Sheet which follows. Not more than two pages of documentation in resume format following the sequence of the Rating Sheet must be attached to the Rating Sheet. The completed Rating Sheet and documentation will be used as a guide for the judges.

JUDGING

There will be no judging for the recognition of chapter nominees and the state and national officers, all of whom will be recognized automatically without the submission of documentation.

For nominees wanting to be considered as the **Texas Representative to the NLC**, the Rating Sheet and documentation will be used by a panel of judges to qualify nominees and to select the state's representative to the National Conference. Points claimed by the nominee may be altered by the judges if adequate supporting documentation is not supplied. The decisions of the judges are final. Results will be audited in Event Headquarters to ensure that guidelines are correctly applied and mathematical computations are accurate.

State Awards

One (1) member from each local chapter whose name is listed on the chapter's Event Entry Form and all state and national officers will be automatically recognized as recipients of the state's Who's Who in FBLA award at the State Leadership Conference.

Texas Representative

From those submitting the Rating Sheet and supporting documentation, one nominee will be selected by the judges who, according to the completed Rating Sheet, supporting documentation, and the judges' opinions, will best represent Texas at the National Leadership Conference.

National Leadership Conference

The one (1) nominee selected as the Texas Representative to the NLC will be entered for national recognition.

WHO'S WHO IN TEXAS FBLA – RATING SHEET

DIRECTIONS: One member from each chapter can be nominated for automatic recognition and does not need to complete this rating sheet or submit documentation. This Rating Sheet, to be stapled in front of supporting documentation, is to be completed **only** if the nominee is applying for consideration as the Texas NLC Representative. Consideration will be given if the Rating Sheet is completed, **supporting documentation is provided** and limited to two pages, and verification is properly completed. Using the information supplied, judges will verify the information provided to determine the state's representative who will be recognized at the NLC.

Nominee's Name _____ **Chapter** _____

Home Address _____

City _____ **ZIP** _____

Home Phone (____) _____ - _____ **Adviser's Home Phone** (____) _____ - _____

We certify that the activities claimed are an accurate record of FBLA functions in which the nominee has participated.

Chapter Adviser's Signature
Nominee's Signature

CRITERIA	TOTAL POINTS
----------	--------------

5 x _____ years as a paid member of FBLA	= _____
--	---------

Extent of participation in FBLA conferences:

2 x _____ Area Workshops	= _____
2 x _____ District Conferences	= _____
5 x _____ SLC, NFLC, and/or State Officer Training	= _____
10 x _____ NLC, Institute for Leaders	= _____
2 x _____ District Events Entered	= _____
4 x _____ State Events Entered	= _____
6 x _____ NLC Events Entered	= _____

FBLA offices, chairmanships and committees

1 x _____ Committee Member	= _____
2 x _____ Committee Chairman	= _____
2 x _____ Local Office Terms Completed	= _____
2 x _____ District Office Terms Completed	= _____
2 x _____ State Office Terms Completed	= _____
2 x _____ National Office Term Completed	= _____

1 x _____ Individual participation in local, state and national projects = _____

1 x _____ Individual contributions through other FBLA activities = _____

TOTAL POINTS TOWARD REPRESENTATIVE TO THE NLC = _____

Judge's Signature _____ **Cell:** _____ **Comments:** _____

Texas FBLA Board of Directors

(Areas 2, 4, 6, Middle School - 2024 SLC)

The Board of Directors of Texas Future Business Leaders of America is to establish policy and long-range plans for the organization. The voting Board members consist of one elected adviser from each Area, and two business representatives. The State Chairman, State Adviser, State Officer Coordinator, current student State President, and the Middle School Representative shall be ex-officio, non-voting members of the Board.

The Board shall **meet twice a year**, usually at the Career and Technology Education Conference each summer and at the Mid-Year Planning Meeting. Additional meetings may be called as necessary via the Internet. Meetings take place from noon Saturday – noon Sunday.

This is not an intense, time-consuming position as Board members are to set policy, not administer the daily operations of the organization. However, most Board members are active in the organization and see their position as a unique learning experience!

According to our Policy and Procedures, elections are held on odd SLC years to elect Board of Director representatives from odd-numbered areas (1, 3, 5, 7) and on even SLC years even-numbered areas are elected (2, 4, 6). Therefore, at the 2022 SLC, the even-numbered area reps will be elected.

Applications are to be posted on-line prior to the SLC.

Elections will be held within each Area at the State Leadership Conference during the **Friday Area Meetings**. Each high school chapter may cast **one** vote for the area representative position and one for a Business Representative. Middle School chapters may cast -- vote for the Middle School representative. An adviser will cast the one vote for a chapter, not students. Election is by a simple majority.

Qualifications for all Representatives:

- Have the desire and commitment to seek the best for the organization and its members
- Be willing to devote time to the organization
- Be willing to attend and participate in all Board Meetings
- Have access to email as most communications are conducted via email

Area Rep Qualifications:

- Must be a member of the area to be represented
- May serve four, two-year consecutive terms
- Three years' experience as an FBLA adviser preferred

Middle School Qualifications:

- Three years of experience as an adviser preferred
- May serve two, two-year consecutive terms

Business Representative Qualifications:

- May serve two four-year consecutive terms

Candidates should complete the Board of Director's application (following) and **post it on-line.**

You'll find serving on the Board an interesting, learning experience where you will make new friends!
Please consider joining us!

Application For Texas FBLA Board of Directors High School, Middle School

Adviser or Business Representative Information:

NAME _____ MS HS Bus Rep AREA _____

STREET ADDRESS _____

CITY _____ ZIP _____

E-MAIL ADDRESS _____

HOME PHONE (_____) _____ - _____ CELL PHONE (_____) _____ - _____

CURRENT FBLA ADVISER: YES NO PROFESSIONAL MEMBER: YES NO

NUMBER OF YEARS AS AN FBLA ADVISER _____ SCHOOLS? _____

FBLA POSITIONS HELD:

AWARDS/RECOGNITION

NUMBER OF DISTRICT / STATE / NATIONAL OFFICERS _____ / _____ / _____

School or Business Information:

NAME OF SCHOOL (BUSINESS) _____

STREET ADDRESS _____

CITY _____ ZIP _____

PHONE (_____) _____ - _____ x _____

SCHOOL ADMINISTRATOR or SUPERVISOR (Dr. / Ms. / Mr.) _____

Why are you interested in serving on the Texas FBLA Board of Directors?

AREA, Endowment, & CTAT SCHOLARSHIP

DIRECTIONS: Consideration will be given only if an application is fully-completed, supporting documentation is provided and limited to two pages, a resume and short essay questions are attached, a social security number is provided, and verification is properly completed. Using the information supplied, a committee will review and judge the applications. The judge's scores will be combined to determine the one or two \$500 recipients from each area.

Applications must be posted on-line.

ELIGIBILITY:

- The local chapter and the applicant must be in attendance at the State Leadership Conference.
- Applicants must be a graduating senior planning to continue his/her education the following school year.
- Applicants must be a state and national member of FBLA.
- The number of applicants per chapter may not exceed the number of voting delegates for that chapter.

APPLICATION:

- Complete the application form.
- Include a resume with the following topics: Educational/Career Objectives, Education, Work Experience, FBLA Activities/Experience, Community Service, Honors and Awards, Reference Letters (at least three).
- Include a copy of your ACT/SAT scores.
- Answer the questions listed below. The document should be 1½ -- 2 typed pages using 12-point Arial or Times New Roman font. Double space between answers. The short essay questions (all must be answered) are:
 1. How have you benefited from your membership in FBLA?
 2. How have your local FBLA chapter, school and community benefited from your involvement in FBLA?
 3. How do you plan to utilize your FBLA experience in your future goals and plans?

NOTIFICATION: The Area Scholarship recipients will be announced at the Awards Ceremony of the State Leadership Conference.

REDEEMING THE SCHOLARSHIP: Recipients must follow the directions below to receive the scholarship. Checks will **not** be issued automatically. Mail a copy of the following **by September 15** to:

Renee Hancock, Treasurer, Texas FBLA, 706 Oak Lane, Grapevine, TX 76051

- A copy of your completed registration and fees paid.
- The name and mailing address of a representative from the financial aid office of the college or university.
- Your full name, mailing address, phone number, type of scholarship, and amount.
- A check may be made to you or to the college/university financial aid office as determined by the Board of Directors.

SCHOLARSHIP APPLICATION

Please check which scholarship(s) you are applying for.

_____ Area
_____ CTAT

_____ **Endowment** (Must have contributed \$1 per member to apply for this scholarship. You need to fill out and turn in the Endowment Contribution Form.)

Name _____

Chapter _____ Area _____

Home Address _____

City _____ ZIP _____ Home Phone (____) _____-

SS No. _____-_____-____ Adviser's Cell Phone (____) _____

We certify that the activities claimed are an accurate record of FBLA functions in which the nominee has participated.

Chapter Adviser	Nominee	
CRITERIA	TOTAL POINTS	
Extent of participation as a an officer/member		
4 x _____ years as a paid member of FBLA	=	_____
3 x _____ district and chapter office held (21 point maximum)	=	_____
1 x _____ each committee chaired or served on (20 point maximum)	=	_____
1 x _____ each article submitted to the Texan (10 point maximum)	=	_____
Extent of participation in FBLA conferences:		
2 x _____ Area Workshops and District Conferences	=	_____
2 x _____ SLC, NFLC, NLC	=	_____
2 x _____ District Events Entered	=	_____
2 x _____ State Events Entered	=	_____
2 x _____ NLC Events Entered	=	_____
Extent of participation in the National Recognition Program		
5 x _____ Achievement of the F Level	=	_____
10 x _____ Achievement of the B Level	=	_____
10 x _____ Achievement of the L Level	=	_____
15 x _____ Achievement of the A Level	=	_____
For Judges use ONLY! Do not write in this		
All Documentation and Forms Included (if incomplete, disqualify)	YES	NO
Total Participation Points (200 point maximum)	=	_____
Total Essay Points (100 point maximum)	=	_____
Total Resume Points (100 point maximum)	=	_____
TOTAL POINTS	=	_____