

2021 SEFH Special Awarding Agency Check List

Complete the Online Special Award Application	DATE & Location
<p>Register your Special Awarding Agency: https://www.aitracq.com/specialawardsagency.php</p> <p>Once an organization is registered, Special Awarding Agencies may begin to register judges: https://www.aitracq.com/specialawardsjudge.php</p>	<p><u>Organization Registration due:</u> January 30, 2021</p> <p><u>Judge Registration due:</u> February 5, 2021</p>
<p><i>Due to the COVID-19 Pandemic the award submission process has changed.</i></p>	
<p>This year, the SEFH office will not be collecting awards from Special Awarding Agencies. Agencies are asked to mail all awards directly to the student. At the conclusion of SEFH, each agency will be emailed its list of winners contact information. It is the responsibility of each agency to establish communication and arrange delivery of any award materials.</p>	
Project Judging	DATE
<p>This year, SAA will conduct asynchronous review of student projects. Students will prepare and upload project materials, including a video presentation, to our judging platform (RocketJudge.com).</p> <p>Judges will need to be email an agency specific link to access the judging platform to review assigned projects as determined by the SAA's Lead Judge.</p> <p>More detail regarding SAA judging procedures may be found at sefhouston.org.</p>	<p><u>Judging begins:</u> February 13, 2021</p> <p>Links to be emailed to all SAA Lead Judges at a later date.</p> <p><u>Certification of Awards:</u> February 27, 2021 (3:00 pm)</p> <p>Links to report award winners will be sent to all SAA Lead Judges.</p>
Awards Ceremony	DATE
<p>Each SAA is invited to participate in the Award Ceremony by submitting a video clip of no more than 1-minute that does the following:</p> <ul style="list-style-type: none"> - Provides a brief introduction of the Agency (e.g. mission and objective) - Introduces the name of the Award(s) - Congratulates the awardees (this is a general congratulations, no names should be read out or mentioned) - Email clip to info@sefhouston.org <p>Please ensure all submissions do not exceed the 1-minute limit. SEFH will not be able to include videos that exceed the limit in the award ceremony. Once a video is submitted, SEFH will not make any edits or alterations.</p>	<p><u>Due date for SAA video clip submission:</u> February 12, 2021</p> <p>March 3, 2020 Virtual Award Ceremony (link to be sent at a later time.)</p>