



## NEA-Retired Print Newsletter Award

The NEA-Retired Print Newsletter Award identifies, recognizes and amplifies good journalism and show broad and effective coverage of issues relevant to members (i.e., COLAs, insurance, health care, pensions and community service). The print newsletters should be well written in a 12 point font; include visually appealing content; offer a combination of organizational and consumer-oriented information; showcase the members and leaders; and act as an effective organizing tool.

### New Award Category for Local, State, and Regional Retired Newsletters

Awards Criteria and Required Documents remain the same, however only State affiliates of 2,500 members OR LESS can apply in this category. Affiliate membership numbers must be acquired from NEA or the affiliate's Membership Department/Chair by January 15 of each year.

### Award Criteria (1<sup>st</sup> Place, 2<sup>nd</sup> Place, Honorable Mention)

- Awards will be given for each of the following categories:
  - Established State Retired Print Newsletter (published three or more years)
  - State Retired Print Newsletter (published less than three years)
  - Established Local/Regional Retired Newsletter
  - NEA-Retired Spotlight Award (state active newsletter covering Retired issues)
- The newsletters will be evaluated on the following criteria: writing; design; message development; and effectiveness in showcasing members, their interests, and issues.
- The same newsletter cannot be sent in as an application for more than one award category in the same year – Example an application for a State Print Newsletter Award cannot also be entered in the same year in the E Newsletter category.
- To submit a nomination for a printed newsletter award, it is *preferred* to include **links** to the publications on the application form. If printed newsletters must be sent in hard copy, please see the mailing address at the bottom of this document.
- The date for all nominations submission is April 15 of the award year.
- Two different issues must be submitted or risk disqualification.



### Required Documents:

- [If completing the application fully online, the *preferred method* of submission] Completed Online Print Newsletter Submission Form that includes **links to two different issues of print editions.**
- [If completing the application by mailing hard copies] **Three copies** of the Online Print Newsletter Submission Form and **three copies of two different issues of print editions** of the publications, sent to the address at the bottom of this document



**Selection of the Award:**

Members of the NEA-Retired Executive Council Communications Committee will ensure that the applications meet the eligibility requirements and will select the recipients.

**Communications Hall of Fame Winners:**

A newsletter that has earned the NEA-Retired Newsletter Award three times in the same category becomes a member of the NEA-Retired Hall of Fame. Once a newsletter receives a Hall of Fame designation, the newsletter is not eligible to be submitted in that same category for three years thereafter. The years do not have to be consecutive to receive this honor.

**Address for Mailing:**

If a Retired print newsletter submission is completed by mailing, please mail to:

NEA  
c/o Cory Wofford, Felicia Dixon  
1201 16<sup>th</sup> ST, NW  
Washington, DC 20036

*Adopted by Committee: October 2019, February 2022  
Administratively Amended, May 2019, October 2019, March 2023,  
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