

KANSAS ASSOCIATION OF CONSERVATION DISTRICTS  
CONSERVATION EDUCATION AND YOUTH COMMITTEE

# RULES FOR THE ESSAY AWARDS PROGRAM

**ELIGIBILITY:** The Essay Awards Program is open to all students in learning levels five (5) through eight (8); home schooled children in levels five (5) through eight (8); and children in Special Purpose Schools\*\* (no age or grade distinction). These youth may be identified with schools, 4-H clubs, Boy or Girl Scouts, church groups, etc. Each district is allowed to submit two (2) entries in the State Essay Awards Program. Exception being if there is a Special Purpose School entry, two additional entries may be sent. The entries are to be typewritten just as the entrant had handwritten it. Entrants may compete in the contest conducted by the conservation district in which they reside, or in the conservation district where they attend school. Entrants may participate in only one district essay contest.

**SUBJECT MATTER:** There will be no subject for the Essay Contest. The Committee, however, encourages the districts to set a topic.

**ENTRIES:** NO EARLIER THAN SEPTEMBER 1 AND NO LATER THAN OCTOBER 19 OF EACH YEAR, electronic entries should be sent to [pamela.walker@ks.nacdnet.net](mailto:pamela.walker@ks.nacdnet.net). **Only electronic submissions are accepted as .pdf files.**

The entries from each district must be entered in the State Essay Awards Program by the Conservation District board of supervisors. For identification, an entry form with information containing the participant's name, age, learning level, home address, telephone and/or email, and the conservation district must also be submitted with each entry. (Special purpose students need not list age or level). (We are asking that each conservation district type the name of each entry for correct spelling and readability). Please use the entry form provided or one like it. No identification is to be on the front of the essay.

Essay file must be submitted using this file name:

County\_Gradelevel\_Lastname of essay author

Each essay entry form must be submitted using this file name:

County\_Gradelevel\_Lastname of essay author\_entry

**EXAMPLE:**

Peter Cadbury in 6<sup>th</sup> grade has authored an essay which has won first place in the Neosho County Conservation District Conservation Essay Contest. The District Manager will submit the essay to [pamela.walker@ks.nacdnet.net](mailto:pamela.walker@ks.nacdnet.net) as a .pdf with the file name of Neosho\_6\_Cadbury. His entry form file will be named Neosho\_6\_Cadbury\_entry, and it will be submitted with the essay .pdf.

**EXHIBITING AND AWARDS:** Essays shall be exhibited at the annual meeting of the Kansas Association of Conservation Districts and the winners will be announced. First Place winner will receive a plaque and certificate, second place a medal certificate, and third place a medal and certificate. Certificates and medals will be presented to five honorable mention winners. Conservation Districts can pick up their awards at the Youth and Education Committee meeting on Monday of the Convention.

**ESSAY RULES:**

1. An essay shall not exceed five hundred (500) words and must be double spaced, typed on 8 ½” x 11” paper. District employees may type a copy, as written, for students without access to a typewriter or computer.
2. For youth participating from Junior High Schools that are members of KSHSAA, the essay must be written under teacher or other adult supervision.
3. NO EARLIER THAN SEPTEMBER 1 AND NO LATER THAN OCTOBER 19 OF EACH YEAR, essay file must be submitted to [pamela.walker@ks.nacdn.net](mailto:pamela.walker@ks.nacdn.net) using this.pdf file name:

County\_Gradelevel\_Lastname of essay author

Each essay entry form must be submitted using this file name:

County\_Gradelevel\_Lastname of essay author\_entry

**Only electronic submissions are accepted as .pdf files.**

Conservation Message.....	50%
Clarity of Message.....	30%
Originality .....	10%
Universal Appeal.....	10%

The First-Place winner will receive \$50 and will also be awarded \$50 for travel expenses to the KACD Convention for their essay presentation.

Revised in December 2017, by KACD Conservation Education & Youth Committee, to go into effect for entries in 2018 KACD Contest. Entry submission address updated January 2015.

\*\* Special Purpose Schools are for those who are mentally or physically challenged

Revised June 2021 to reflect change from paper submission of essays to electronic submission