



Nomination Criteria, Tips and Checklist 2023 Wisconsin CCA of the Year Award

Sponsored by the Wisconsin CCA Board

The Wisconsin CCA of the Year Award is designed to recognize a Wisconsin Certified Crop Advisor who is highly innovative, delivers exceptional customer service, has shown that they are a leader in their field, and have contributed substantially to the exchange of ideas and the transfer of agronomic knowledge to the Wisconsin agriculture industry.

1. A candidate for the CCA of the Year Award must hold a current Wisconsin CCA certification in good standing.
2. Two letters of recommendation are required. No restrictions on who may write those letters. However, active WI Board members are not allowed to write letters of reference because of conflict of interest.
3. Nominees will be evaluated solely based on the information provided on the nomination form and accompanying letters of recommendation.
4. A customer, employer, peer, or another associate may nominate a candidate.
5. The WI CCA of the Year Award Selection Committee is made up of current Wisconsin CCA Board members.
6. Deadline for applications is August 1, 2023. Electronic applications are required. Applications may be emailed to Selection Committee Chair, Andrea Topper, andrea.topper@wisconsin.gov. Unsuccessful applications will not automatically be reconsidered the following year.
7. The award will be given on an annual basis. The Wisconsin CCA Board will automatically nominate the winner of this award for the International Certified Crop Adviser of the Year Award, which will be given at the American Society of Agronomy's (ASA) Annual Meeting. The official nomination forms provided must be completed in full for the Committee to review. An individual may only receive the award once.
8. The recipient of the WI CCA of the Year Award will receive a commemorative plaque and a \$500 award.
9. The Wisconsin CCA of the Year Award celebrates a level of proficiency that belongs to an individual and not to a company.

Questions? Contact Andrea Topper at 608-405-0235, andrea.topper@wisconsin.gov



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Tips for Completing Nomination

1. The nomination and references takes considerable time to complete. Please make sure you allow ample time to gather this information to meet the August 1, 2023 deadline.
2. Electronic submission is required. Submit to andrea.topper@wisconsin.gov
3. The WI CCA Board members must base their selection only on the information provided in the nomination, not on personal knowledge of the candidate's abilities. Therefore, it is very important that you provide the appropriate details of how the CCA is exceptional. This award is designed to recognize a crop adviser who delivers exceptional customer service, is highly innovative, or is a leader in their field. The question we want answered is, "What is this CCA doing that is over and above what others are doing, unique, or cutting-edge?" We are looking for specific agronomic examples rather than general statements that the CCA is a great person.
4. You can refer to the CCA Performance Objectives regarding the areas of expertise and activities on which you should focus (crop management, nutrient management, soil & water quality, and integrated pest management). Online versions are [available](#).
5. For **Question #1**, Please indicate the employer or, if self-employed please state so.
6. For **Question #2**, Please indicate total years of crop advising experience.
7. For **Question #3** on the nomination form, please describe the scale and scope of the crop advising work being done. You may include a situation(s) where the individual is involved in day-to-day field decisions and crop production advice. State the number of growers, the type of crops, number of acres on which the CCA is advising, number of locations for which they are responsible, running plot trials, acts as a resource person for grower groups, etc.
8. For **Question #4**, Indicate skills and/or initiatives that set this nominee apart. You may want to include activities like writing a grower newsletter, organizing a meeting of customers to review the past year's successes and failures, participating in research related to cropping practices or soil and water conservation, holding field days to highlight new technologies and emerging issues, etc. These activities should be activities that other CCAs are not routinely doing.
9. **Question #5**, asks for a list of CCA program involvement. This could be serving on a CCA committee or as a representative of the CCA Program, writing articles for publication, ensuring CCA decals are on all company vehicles and office windows, distributing CCA brochures to growers, etc.
10. **Question #6**, is an opportunity to highlight some of the community activities which the CCA may be involved. For example, sports teams/coaching, local Soil & Crop Improvement Assoc., agriculture in the classroom activities, local hospital or religious boards, involvement in charities, etc.
11. Two letters of reference are required.
12. ***For all questions, pay strict attention to the required character limits!***



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Nomination Checklist

____ **Completed Nomination Form**

- Candidates name and contact information
- employers name
- nominators name and contact information
- questions 1-6 completed.
- character limits must be obeyed

____ **Two Letters of Reference**

- Include name, full mailing address, phone number and email address

____ **Submission Deadline: August 1, 2023**

Electronic Submission Required

Submit Nominations to Andrea Topper: Andrea.Topper@wisconsin.gov

Questions:

Call: 608-405-0235

Email: Andrea.Topper@wisconsin.gov