



Oregon

FBLA

CHAPTER SUCCESS GUIDE
2025-2026



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FBLA Overview

FBLA MISSION STATEMENT

FBLA inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences.

HISTORY AND REACH

Future Business Leaders of America, Inc. is the largest career student organization in the world and is located in Reston, Virginia.

Oregon Future Business Leaders of America (FBLA) is a state affiliate of Future Business Leaders of America. Oregon became a chartered member in 1964. Articles of Incorporation were filed with the Office of the Secretary of State in 1964.

FBLA, Inc., is an international professional association and the largest career student organization in the world serving students with career interests in the field of business. Each year FBLA serves over 196,000 members. FBLA, Inc., chartered its first chapter in 1940 in Johnson City, Tennessee, because of the efforts started in 1937 by Hamden L. Forkner of Teachers College, Columbia University in New York City.

SIZE

Each year, Oregon FBLA helps +1,500 members prepare for careers in business in chapters in high schools, middle and junior high schools, and private schools throughout the state.

ENDORSEMENTS

FBLA is endorsed by the U. S. Department of Education, Oregon Department of Education, National Business Education Association, Oregon Business Education Association, and over 50 other business-related partners and industry associations.

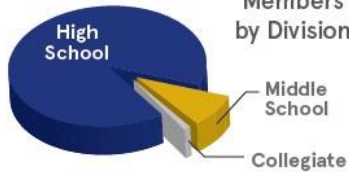
FBLA Fact Sheet



Future Business Leaders of America, Inc. (FBLA) is the largest business career and technical student organization in the world. Each year, FBLA inspires and prepares more than 220,000 Middle School, High School, and Collegiate members to become community-minded business leaders.

MEMBERSHIP

220,000+
Members



11,000+
Educators

5,400+
Chapters



PROGRAMS

100+
Competitive Events

spanning career clusters across all three divisions



Leadership Development & Recognition

Middle School
LEAD Awards
Champion Chapter Award

High School
Business Achievement Awards
Champion Chapter Award

Collegiate
Excellence Awards
Outstanding Chapter Award

CONFERENCES

NATIONAL LEADERSHIP CONFERENCE

NLC

15,000+
Attendees

NFLC
NATIONAL FALL LEADERSHIP CONFERENCE

2,500+
Attendees

Career Connections Conference (CCC)

200+
Attendees

WHY JOIN?



College Preparation



Scholarships



Academic Competitions



Career Exploration



Professional Development



Networking



Travel



Discounts

Learn more at fbla.org



Connect with Oregon FBLA

Phone: 541.633.4287 • Fax: 971.404.0903 • oregonfbla.org

Oregon FBLA Finance Office

P. O. Box 1440 • Owasso, OK 74055

Follow Oregon FBLA on Social Media

facebook.com/oregonfbla • [@oregonfbla](https://twitter.com/oregonfbla) • youtube.com/oregonfbla

OREGON FBLA MANAGEMENT TEAM

State Adviser

Gabrielle Cunningham
stateadviser@oregonfbla.org

State Officer Leadership Coach

Blake Parker
coach@oregonfbla.org

Senior Director

Ryan Underwood
ryan@oregonfbla.org

Executive Director

Blake Parker
executivedirector@oregonfbla.org

Chapter Support Manager

Tiffany Perez
hello@oregonfbla.org

Finance Team

finance@oregonfbla.org

OREGON FBLA BOARD OF ADVISERS

Board Chair

Sandra Osborne
Coffenberry MS

Board Chair Elect

Toni Zikmund
Baker Senior HS

Cascade Representative

Benji Henslee
Lost River HS

Rogue Umpqua Representative

Hilary Johnson
Pacific HS

Cascade At-Large Representative

Heather Crowder
Brixner Jr HS

Member Representative

Luis Huante
State President

State Chair

Jeff Rhodes
Oregon Department of Education

Columbia Delta Representative

Tonya Boustead
Canby HS

Willamette Representative

Rich Peterson
North Salem High School

MS Representative

Kendra Anderson
Creswell MS

Blue Mountain At-Large Representative

Jean Collins
Heppner JR/Sr HS

State Management Representative

Gabrielle Cunningham
State Adviser



OREGON FBLA BOARD OF TRUSTEES

Board Chair

Bill Graupp
Mentor Graphics
DFM Application Technologist

Board Vice Chair

Taylor Sarmon
Mohonia Public Affairs

Board Treasurer

Eric Skidmore
FBLA Alumni/State Officer

Member Representative

Luis Huante
State President

Board Member

Lori Pankratz
FBLA Alumni Board Chair/State Officer

Board Member

Ron Dodge
Retired ODE State Chair

Board Member

Phil Kailiuli
Roseburg Country Club
Director of Food and Beverage

Oregon FBLA Executive Director

Blake Parker
Ex-Officio

State Chair

Jeff Rhodes
Oregon Department of Education
Ex-Officio

Board Secretary

Loni Adams
Intel
Program Director – M&A Integration, Digital Transformation

Adviser Representative

Sandra Osborne
Board of Advisers Chair

Board Member

Tonya Boustead
Canby HS

Board Member

Megan Denison
FBLA Alumni/State Officer

Board Member

Amber Campbell
FBLA Parent & Volunteer of the Year

Board Member

Ryan Underwood
Senior Director
Ex-Officio

Oregon FBLA State Adviser

Gabrielle Cunningham
Ex-Officio



OREGON FBLA STATE OFFICER TEAM

President

Luis Huante

VP of Middle School

Lytic Pelham

VP of Development

Eliza Bailey

VP of Media

Miri Koltuv

Executive VP

Jorge Hernandez Aguilera

VP of Membership

Avery Herren

VP of Service

Jalynn Monk

Secretary

Olivia Crowder



2025-2026 Oregon Calendar of Events

Membership Year Begins NFLC Registration Opens HS Champion Chapter: Summer Starter Begins	August 1
NFLC Registration Window Phoenix, AZ	Aug 15–Oct 17
Oregon FBLA Adviser Huddle	September 3 @4 PM
HS Champion Chapter: Summer Starter Submissions Due	September 24
HS Champion Chapter: Shaping Success Begins	September 25
Oregon FBLA Adviser Huddle	October 1 @4 PM
Adviser Conference	October 10
Academy for Chapter Excellence	October 23-24
Oregon FBLA Adviser Huddle	November 5
HS Champion Chapter: Shaping Success Submissions Due	November 5
HS Champion Chapter: Service Season Begins	November 6
NFLC in Phoenix, AZ	November 7-8
American Enterprise Day Oregon FBLA Membership Deadline Oregon FBLA Regional Skills Conferences Registration Opens Dress to Impress Scholarship Application Deadline	November 15
Oregon FBLA Regional Skills Conferences Registration Closes	November 30
Oregon FBLA Adviser Huddle	December 3 @4PM
Oregon FBLA Regional Skills Conferences Login Credential Access to Advisers	December 3
Oregon FBLA Regional Skills Conferences E- Testing Window (Objective Testing & Production Testing)	December 3-17
Oregon FBLA Regional Skills Conferences	Varies by Region
Oregon FBLA Adviser Huddle	January 7 @4:00 PM
State Business Leadership Conference Registration Opens HS Champion Chapter: Service Season Submission Deadline	January 7
HS Champion Chapter: CTE Celebration Begins	January 8
National Career & Technical Education Month	February
Oregon FBLA Adviser Huddle	February 4 @4 PM
FBLA Week	February 8-14



State Business Leadership Conference Registration Closes	February 18
State Business Leadership Conference Production Test Access to Advisers	
State Business Leadership Conference Testing Window (Objective Testing & Production Testing)	Feb 20 – March 1
National Dues Payment Deadline for NLC Competitors, National Officer Candidates, and Voting Delegates	March 1
State Business Leadership Conference Pre-Judged Material Submission Deadline	
State Officer Candidate Application Deadline	
State Project Deadline	
Online Submission of Award Forms Deadline <ul style="list-style-type: none"> ○ Oregon Individual Awards ○ Oregon Chapter Awards 	
HS Champion Chapter: CTE Celebration Submissions Due	March 4
State Business Leadership Conference Finalists Announced/Competitive Events Schedules Released	
State Business Leadership Conference Conference Change Deadline	
Oregon FBLA Adviser Huddle	@4 PM
State Business Leadership Conference Housing Window	March 4-6
State Business Leadership Conference Oregon FBLA Scholarship Deadlines	March 18
State Business Leadership Conference Registration Payment Deadline	
State Business Leadership Conference State Officer Candidate Campaign Materials Deadline	March 25
State Business Leadership Conference Registration Change Deadline	
Oregon FBLA Adviser Huddle	April 1 @4 PM
Oregon FBLA State Business Leadership Conference	April 9-11
National Leadership Conference Receive Access to Intent to Compete	April 15
National Leadership Conference Intent to Compete Deadline	April 22
Intent to Compete Roster Publish	April 23
National Leadership Conference Registration Deadline	April 29
National Leadership Conference Competition Materials Submission Deadline	
HS Champion Chapter: Champion+ Submission Deadline	May 6
Oregon FBLA Adviser Huddle	@4 PM
MS Champion Chapter: All Submissions Due	June 1



Oregon FBLA Adviser Huddle	June 3 @4 PM
National Leadership Conference: HS/MS San Antonio, TX	June 29 – July 2

National Calendar of Events

Nationals has provided a Year at a Glance for both the High School and Middle School Divisions. Please review this for all national deadlines and programs. [[Access National FBLA Program Year At-A-Glance HERE](#)]

Guidelines to Success for Advisers

SUMMER

- Plan for upcoming FBLA Year
- Meet with chapter officers
- Develop chapter Program of Work
- Hold team building activities
- Develop paperwork for students, parents, and supporters about FBLA dues
- Begin Champion Chapter Summer Starter/Champion + Activities

SEPTEMBER

- Hold first chapter meeting
- Hold recruiting event (like pizza night, bowling, etc.)
- Have students visit and review FBLA State and National Websites
- Start students in Business Achievement Awards
- Plan all competitive events with students (and start working on projects)
- Register for the Adviser Conference & Academy for Chapter Excellence

OCTOBER

- Register members by October 20 to be recognized as an official chapter for fall publications
- Attend Oregon CTSO Adviser Conference
- Attend Academy for Chapter Excellence
- Begin Champion Chapter Shaping Success Activities
- Receive and complete Regional Skills Conference (RSC) registration materials

NOVEMBER

- Register members by November 15 to qualify for OCTESLF Grants
- Celebrate American Enterprise Day
- Begin Champion Chapter Service Season Activities
- Register for Regional Skills Conference (RSC)
- Submit interview materials for Regional Skills Conference
- Pay fees for Regional Skills Conference (RSC)
- Practice for Regional Skills Conference (speeches, topics, tests)



DECEMBER

- Submit interview materials for Regional Skills Conference
- Pay fees for Regional Skills Conference (RSC)
- Practice for Regional Skills Conference (speeches, topics, tests)
- Submit membership by December 5 to receive winter publications and participate in Regional Skills Conference (RSC)
- Hold chapter holiday celebration
- Receive and review State Business Leadership Conference (SBLC) Registration materials

JANUARY

- Begin Champion Chapter CTE Celebration Activities
- Attend FBLA Regional Skills Conference
- Plan and prepare for FBLA Week activities (FBLA week is February 8-14)
- Plan and prepare for CTE Month activities (CTE Month is February)

FEBRUARY

- Register for State Business Leadership Conference (SBLC)
- Finalize State Projects
- Celebrate CTE Month! (February)
- Celebrate FBLA Week! (February 8-14)
February 17, 2026
- SBLC Registration Deadline
February 18
- Online Testing/Production Testing Access to Advisers
February 20 – March 1
- Online Objective Testing and Production Testing Window

MARCH

- March 1, 2026**
 - National Dues Payment Deadline for NLC Competitors, National Officer Candidates, and Voting Delegates (March 1)
 - Pre-judged Materials Deadline
 - State Officer Candidate Application Deadline
 - Online Submission of Award Forms
 - Oregon Individual Awards
 - Oregon Chapter Awards
 - March 4**
 - CTE Celebration Submissions
 - March 4-6**
 - SBLC Hotel Reservation Window
 - March 18**
 - Oregon FBLA Scholarship Deadlines
 - SBLC Registration Payment Deadline
 - March 25**
 - State Officer Candidate Campaign Materials Deadline
 - SBLC Registration Change Deadline
-



APRIL

- Attend the State Business Leadership Conference (SBLC), April 9-11
- Complete National Leadership Conference (NLC) Intent to Compete Form

MAY

- Submit National Leadership Conference Registration (NLC) Materials
- Ensure that National Leadership Conference (NLC) payment has been made.
- Review and confirm national competition registration with state management.
- Submit projects/competition materials for National Leadership Conference (NLC)

JUNE

- Attend National Leadership Conference (NLC), June 29 – July 2
- Report success to local media outlets

Membership

FBLA DUES + FBLA CONNECT

State Dues	National Dues
\$19	\$10
Total Membership Dues: \$29	

To be eligible for **Chapter Grants**, **Deadline for Dues** is NOVEMBER 15. Chapters must have paid members in FBLA Connect (National Database System) by NOVEMBER 15.

Any chapters with **Outstanding Balances** at the start of the year may lose access to FBLA Connect and conference registration until all outstanding balances are paid.

Final Deadline for Dues is MARCH 1 to be eligible for state and national competition.

VOTING DELEGATES

As a volunteer-led association, the power to change, direct, and propel the association rests with student voting delegates. Voting delegates elect state officers and approve amendments to the Student Bylaws. At the State Business Leadership Conference, Voting Delegates are required to attend the opening session/campaign rally, visit campaign booths, and attend the Oregon FBLA Annual Business Meeting and Voting Session. Guests are welcome to attend the Annual Business Meeting but are seated in a separate section from the voting delegates.

Each chapter receives voting delegates in accordance with the table below. The number of voting delegates for each chapter is automatically calculated based on March 1 membership numbers.

Number of Chapter Voting Delegates	
5-9 Members	1 delegate
10-29 Members	2 delegates
30-49 Members	3 delegates
50-69 Members	4 delegates
70-89 Members	5 delegates
90-109 Members	6 delegates
110+ Members	7 delegates



Key Events & Dates

Members looking to improve leadership skills, network with members across the state, and learn new ideas should mark their calendars for Oregon and National FBLA conferences throughout the year. Conferences are the highlight of the membership experience and access to the conferences is exclusive to FBLA members. You can learn more about our conferences on our website at <http://www.oregonfbla.org>

ADVISER CONFERENCE

October 10 | Salem, OR

Speakers and presenters will help you make the most of your FBLA program, share tips on integrating FBLA into your classroom, help you become an expert in competitive events, facilitate best practices and idea sharing, and much more! Recertification hours will be available for this event.

ACADEMY FOR CHAPTER EXCELLENCE

October 23-24 | Bend, OR

Join us for a dynamic two-day training designed specifically for officers! Build your leadership skills, strengthen your team, and gain the tools you need for a successful year. Highlights include engaging workshops, hands-on planning sessions, and a formal etiquette dinner to sharpen your professional presence.

NATIONAL FALL LEADERSHIP CONFERENCES (NFLC)

November 6-8 | Phoenix, AZ

Attend the National Fall Leadership Conferences and learn more about what FBLA has to offer. Hear from dynamic keynote speakers, attend exciting workshops, and network with members from across the country! Check out the NFLC Guide on the National website.

REGIONAL SKILLS CONFERENCES

January, Location TBD by Respective Regions

Around the state each respective region holds a Regional Skills Conference. Members enjoy meeting different members in their region, participating in competitive events, and are awarded for their efforts at the end of the conference. Each region will qualify its top competitors to compete at the State Business Leadership Conferences. Please check the yearly calendar for the date of your region conference.

STATE BUSINESS LEADERSHIP CONFERENCE (SBLC)

April 9-11 | Eugene, OR

This three-day conference is where the best and brightest students across Oregon compete in business and leadership events with the opportunity to qualify for the National Leadership Conference, network with students, and participate in workshops to prepare for their future career.

NATIONAL LEADERSHIP CONFERENCE (NLC)

June 29-July 2 | San Antonio, TX

The National Leadership Conference is the culmination of the year for our members. If members place in the top ten at the State Business Leadership Conference, a member is then eligible to represent State at the National Leadership Conference. Each state can send four (4) representatives from the high school division and middle school division to compete at the national level. This conference is where over 12,000 students gather from around the United States to compete and gain leadership skills. For details on this year's National Leadership Conference visit www.fbla.org.



FBLA Competitive Events

REGION, STATE, NATIONAL

Oregon FBLA offers a wide range of competitive events designed to challenge students' business knowledge, leadership skills, and career readiness. The full list of events and topics for Regional Skills Conferences (RSC), State Business Leadership Conference (SBLC), and National Leadership Conference (NLC) can be found on the Oregon FBLA website.

Region Level:

Students may compete in up to two (2) events at the regional level, with no limit on performance-based events.

State Level:

At SBLC, students may compete in up to two (2) events, plus one (1) chapter event, which does not count toward the event limit.

National Level:

At NLC, students may compete in one (1) event, plus one (1) chapter event, which does not count toward the event limit.



FBLA Programs

BUSINESS ACHIEVEMENT AWARDS

The Business Achievement Awards (BAA) is a high school leadership development program that is easy to integrate into your classroom. The co-curricular activities are aligned to the career clusters, NBEA standards, and FBLA goals.

Students enhance their leadership skills, expand their business knowledge, contribute to their local communities, and earn recognition by immersing themselves in their school, community, and FBLA programs.

BAA Level	Award	Deadline
Contributor	Certificate	March 1
Leader	Certificate	March 1
Advocate	Certificate	March 1
Capstone	Certificate	March 1 State Recognition May 3 National Deadline for Competitive Review

Your students receive recognition when they complete each level. Students must be members of the FBLA division.

Check out the official information at <https://www.fbla.org/divisions/fbla/fbla-education/>

LEAD PROGRAM

The LEAD Awards are a middle school leadership development program that aim to enhance leadership skills and familiarize themselves with the FBLA organization.

Participating students can enhance their leadership skills, expand their business knowledge, contribute to their local communities, and earn recognition by immersing themselves in their school and communities.

LEAD Awards program follows a curriculum-based structure in which students will complete modules to receive recognition. There are two levels of the LEAD Awards program, with each level increasingly challenging your students to expand their leadership skills:

Members are introduced to the foundations of FBLA and learn how to best take advantage of the opportunities available to members through three courses:

- Welcome to FBLA-Middle School
- Making the Most of Your Experience
- Introduction to Leadership

These 4-hour courses take a deep dive into specialized content areas. Courses may be repeated. New courses continue to be added throughout the year.

- Currently available:
- Time Management
 - FutureSmart

Check out the official information at <https://www.fbla.org/divisions/fbla-middle-level/education-programs/>



Champion Chapter is a series of membership engagement-focused challenges that chapters may complete for national recognition. By completing activities, chapters accrue points. Completing activities across the sections (to accrue points) will result in Champion Chapter recognition, with a banner for the adviser’s classroom/meeting space or school award case. Additional incentives such as ribbons at conferences, national recognition in publications, and plaques are available.

HIGH SCHOOL DIVISION			
SUMMER STARTER August 1 – September 24	SHAPING SUCCESS September 25 – November 5	SERVICE SEASON November 6 – January 7	CTE CELEBRATION January 8 – March 4
CHAMPION PLUS Deadline: May 1			

MIDDLE SCHOOL DIVISION
Monthly Tasks from August 2025 – May 2026 Deadline: June 1

Champion Chapter is open to all active chapters. The list of activities as well as more information is available on the National FBLA Website.

High School Champion Chapter Activity List & Tracker [\[HERE\]](#)
 Middle School Champion Chapter Activity List & Tracker [\[HERE\]](#)

Note for State Level Recognition: To receive recognition for Champion Chapter in Oregon at the State Level, you must achieve at least the Bronze Level of Champion Chapter by March 1.

Note for Gold Seal Chapter Recognition: To be considered for the Gold Seal Chapter Award (top 15% of chapters throughout the state), you must meet the following criteria:

- Achieve at least the Bronze Level of Champion Chapter by March 1
- Complete at least one (1) State Program
 - Chapter Newsletter
 - Chapter Website
 - Chapter Digital Scrapbook
 - Chapter Government Promotion Program
 - Chapter Alzheimer’s Association
 - Chapter Super Service Award
- Submit a Local Chapter Annual Business Report for state competition

STUDENT CHALLENGES

Student challenges provide opportunities for HS students to compete in a variety of areas throughout the school year. Unlike the official Competitive Events, student challenges are typically hosted by our partners throughout the year.

Currently Available Challenges

- Virtual Business Management Challenge (Fall 2025)

FBLA members are given the chance to be the boss of their own company in an online business simulation.

- Virtual Business Personal Finance Challenge (Fall 2025)

FBLA members test their financial literacy skills by making personal finance decisions for a simulated person.

Check out the official information through the FBLA Learning Center through FBLA Connect.



COMMUNITY FUNDRAISING PARTNERSHIP: ALZHEIMER'S ASSOCIATION

National FBLA has partnered with the Alzheimer's Association as their primary community fundraising partner. The Alzheimer's Association is the leading voluntary health organization in Alzheimer's care, support and research.

Nearly 7 million Americans are living with Alzheimer's, and over 11 million serve as their caregivers. The Association is partnering with the Future Business Leaders of America to combine resources, knowledge and passion to ignite positive change in the fight against Alzheimer's disease and to fuel both organizations' missions to create a lasting impact.

To participate in the fundraising efforts, chapters can visit the National FBLA website for resources, <https://www.fbla.org/portfolio-items/alzheimers-association/>, or sign up with a team using the [FBLA Partner Page on the Alzheimer's Association website](#).



STATE OFFICER PROGRAM OF WORK

GROW MEMBERSHIP

- New member success guide for MS & HS
- Membership campaign with specific goals for an individual chapter
- Foster new member recruitment
- Focus on member growth & support

GROW ENTHUSIASM

- Increase Business related opportunities
- Increase Member Interaction
- Encourage CTSO Collaboration with other organizations in the nation
- Introduce the Oregon FBLA Podcast

GROW ENGAGEMENT

- Update current resources from 24/25 to 25/26 versions
- Increase virtual chapter opportunities across the state
- Increase interaction with the State Officer team, & promote chapter visits
- Introduce Statewide mini-games

GROW LEADERSHIP

- Increase promotion & awareness for FBLA Office(s)
- Focus on promoting community service opportunities around the state
- Chapter Officer Quarterly calls
- Increase the promotion of being a State Officer

GROW RECOGNITION

- Increase & recognize chapter recognition
- Increase member recognition all year-round
- Introduce a new award titled "Chapter of the Year"
- Introduce a new award recognizing "Member of the Year"

GROW CAPITAL

- Focus on tools for fundraising help for chapters
 - Plan and execute a successful state eXpo
 - Build connections & sponsorships with different businesses
 - Introduce the Oregon FBLA Marketplace at SBLC
-



State Recognition and Awards

ADMINISTRATOR OF THE YEAR

The award is designed to recognize the outstanding support of a school administrator to the local chapter adviser and members of FBLA. An administrator may be nominated by a student, educator, colleague, or parent. The recipient will be awarded and recognized at the State Business Leadership Conference.

Procedure

The nominations will take place online. Letters of recommendation may be uploaded. Please have the following information available when completing the online nomination:

- Nominee's Name
- Nominee's Email
- Nominee's Position in School/District
- Chapter/School
- School Address/Phone
- Chapter Adviser
- Chapter Adviser Email

Submit nominations at <https://oregonfbla.org/oregon-fbla-administrator-of-the-year-nomination-form/>

ADVISER OF THE YEAR

The purpose of this award is to recognize an outstanding FBLA local chapter adviser of the year. The honoree is automatically nominated for recognition at the National Leadership Conference.

Eligibility

Nominations may come from a student, educator, colleague, or parent. When nomination forms are received in the state office, the nominees may be contacted by the state office for further information.

Procedure

The nominations will take place online. Letters of recommendation may be uploaded. Please have the following information available when completing the online nomination:

- Nominee's Name
- Nominee's Email Address
- Nominee Chapter/School
- School Phone Number
- Name of Principal
- Principal's Email Address
- Name of Nominator
- Nominator Email Address
- Name of Employer (if applicable)

Submit nominations at <https://oregonfbla.org/oregon-fbla-adviser-of-the-year/>

ALUMNI OF THE YEAR

Without the returning support and enthusiasm of our past members and state officers, our program would not have the same opportunities to grow and thrive. This award is to celebrate and recognize the volunteer contributions of FBLA alumni to their local chapters, regions, and the state chapter.

Eligibility

Nominations may come from a student, educator, colleague, or parent. When nomination forms are received in the state office, the nominees may be contacted by the state office for further information.



Procedure

A selection committee will review information according to stated criteria, with emphasis being given to that alumnus who:

- Has a deep commitment to FBLA and the members.
- Actively promotes interaction of FBLA activities.
- Supports business and career technical education through involvement and leadership in other activities.
- Serves as a role model, mentor, and champion of member and adviser success.
- Supports opportunities for members to participate in FBLA activities beyond the local level.

There will be an online form for nominating Alumni of the Year. Letters of recommendation may be uploaded at that time. Please have the following information ready:

- Name and contact information of nominating school
- Adviser and contact information from nominating school
- Name of nominee
- Brief description of purpose of nomination

Submit nominations at <https://oregonfbla.org/oregon-fbla-alumni-of-the-year-nomination-form/>

BUSINESSPERSON 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 on the local, state, or national levels.

Eligibility

Each chapter is STRONGLY ENCOURAGED to enter one or more persons in the Businessperson of the Year event. Nominees must be members of the business sector, not students or educators.

Regulations

1. The entry form must be completed by the chapter adviser or designee and must be submitted online via our online submission tool, with the nominee's biographical sketch, to include the bullets under the procedure section.
2. Nominees for state and national Businessperson of the Year will be selected in accordance with the regulations of the state chapter and national association.
3. Nominees must be members of the business community. Persons who are students or full-time employees of educational institutions are not eligible for this award; such nominees will be disqualified.

Procedure

The nominations will take place online. Letters of recommendation may be uploaded. Please have the following information available when completing the online nomination:

- Nominating Chapter
- Nominating Chapter Contact Information
- Adviser of Nominating Chapter
- Email and phone for nominating adviser
- Nominee Name
- Nominee Company
- Nominee Position
- Nominee phone, email, and mailing address
- Brief bio of nominee
- Attach a biographical sketch of nominee.

The biographical sketch of the nominee should include:

- Years of participation in FBLA activities
- Promotion of FBLA 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)

Submit nominations at <https://oregonfbla.org/oregon-fbla-businessperson-of-the-year/>



CHAPTER NEWSLETTER

This event is designed to encourage local chapters to publicize activities with other chapters, their own school districts, local business, and advisory committees.

Submit nominations at <https://oregonfbla.org/chapter-newsletter-submission/>

CHAPTER WEBSITE

This event is designed to utilize technology to communicate with other members and the general community and significantly enhance a chapter's ability to promote activities, membership, and the ideals of FBLA. Each chapter may submit one entry.

Submit nominations at <https://oregonfbla.org/chapter-website-submission/>

DIGITAL SCRAPBOOK

This event is designed to encourage local chapters to maintain a record of the yearly program of activities while utilizing technology. Digital Scrapbooks not only save time and money, but they will last forever. Keeping a record of students and their activities through mementos and photos aid in building local FBLA chapter spirit.

Submit nominations at <https://oregonfbla.org/digital-scrapbook/>

CHAPTER GOVERNMENT PROMOTION PROGRAM

This program is designed to promote FBLA and its values to members and leaders of the Oregon state government. Students will serve as ambassadors to rally legislative support and secure CTSO state funding.

Submit nominations at <https://oregonfbla.org/government-promotion-program/>

CHAPTER SUPER SERVICE AWARD

Submit nominations at <https://oregonfbla.org/oregon-fbla-super-service-award/>

COMMUNITY FUNDRAISING PROJECT

This event is designed to encourage local chapters to work with the a charitable organization and promote awareness in their FBLA Chapter and community.

The recommended charitable organization is the national partner: Alzheimer's Association.

Submit nominations at <https://oregonfbla.org/community-fundraising-project/>



NATIONAL BUSINESS HONOR ROLL

We are happy to announce the additional opportunity for our MS & HS members to become members of the National Business Honor Roll!

The National Business Honor Roll is designed to recognize those members of FBLA who truly excel in academic preparation for college and an eventual career in the business world. Oregon FBLA recognizes that in order to succeed as a true business leader, our members need to be well prepared in terms of their academics, career skills, and leadership development.

FBLA chapters are encouraged to nominate members to be recognized in the National Business Honor Roll who meet the following criteria:

- Overall cumulative GPA of at least 3.5 on a 4.0 scale
- Demonstrated leadership potential through service as a chapter officer, committee leader, or other participation in chapter activities
- Clearly defined career objectives

Members accepted in the National Business Honor Roll will be recognized during the State Business Leadership Conference.

The National Business Honor Roll materials will be an online form to submit. When you submit the form, you will be required to attach an unofficial copy of your transcript as well as a one-page resume. Please have the following information ready when you apply for the National Business Honor Roll:

- Name
- Chapter
- Home Address
- Phone Number
- Email
- School Address
- Year in School
- Years in FBLA
- GPA
- Career Goals Statement

Submit nominations at <https://oregonfbla.org/national-business-honor-roll>

SHERPA AWARD

The SHERPA award will recognize graduating seniors who have been influential members of FBLA. Just like climbing Mount Everest, no matter how prepared you are, how athletic you are, or how much oxygen you bring, it is nearly impossible to reach the top without having a Sherpa to guide you. This award will represent those seniors who have been guiding figures in helping younger members reach the top of their "mountains" within FBLA.

Requirements:

- Members must be nominated by other chapter members
- Members must be an active local chapter member in good academic standing
- Members must be graduating seniors
- Nomination must include specific details and examples of excellence
- Each recipient will receive a small token along with a plaque
- The award is merit based and may have more than one recipient

Submit nominations at <https://oregonfbla.org/sherpa-award/>



THE HOME AWARD

The HOME award is designed to recognize chapters who have promoted continued membership from Middle School FBLA into a High School FBLA chapter. When beginning your high school journey, it can be intimidating to jump into a new chapter, alongside unfamiliar faces. However, as current high school students work to make everyone feel welcome and appreciated, our organization is stronger as a whole! As such, Oregon FBLA seeks to recognize the chapters who establish friendly cultures with strong membership retention by encouraging middle school members to continue their journey in FBLA throughout their high school career!

Requirements:

- The award will be determined based on the percentage of members returning to high school FBLA after their 8th grade year
- The top three highest percentages will be recognized at SBLC
- Each chapter will receive a plaque of recognition

Submit nominations at <https://oregonfbla.org/home-award/>

VOLUNTEER OF THE YEAR

Submit nominations at <https://oregonfbla.org/oregon-fbla-volunteer-of-the-year/>

YOUNG LEADER AWARD IN OREGON FBLA

The Young Leader Award recognizes members with extraordinary commitment to leadership and community service. Members selected for this award will then be considered for the National Young Leader Award.

Submit nominations at <https://oregonfbla.org/oregon-fbla-young-leader-award/>

WHO'S WHO IN OREGON FBLA

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

Eligibility

Each chapter may enter one (1) participant who is a member of an active local chapter and is on record in the Oregon FBLA Online Registration System as having paid dues by the officially published deadline for the current school year.

Regulations

Nominees will be selected in accordance with the regulations of the state chapter and the national association.

State and National officers automatically earn recognition in this event; therefore, chapters with State and National officers may submit another nominee. However, if a state officer wishes to be considered as the state chapter nominee at NLC, all materials need to be completed and submitted.

Each chapter's nominee will be recognized as a Who's Who in Oregon FBLA. The nomination form and criteria will be used to determine Oregon state chapter nominee.

Procedure

Each participant needs to complete a resume not to exceed two pages highlighting the following:

- Years of participation in FBLA activities
 - Extent of participation in conference 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, academics, and career development
- Awards, honors, and achievements

Participants may also submit any supporting material with their resume.

Submit nominations at <https://oregonfbla.org/whos-who>

Additional Scholarship and Award Opportunities

OREGON FBLA FOUNDATION SCHOLARSHIP

This scholarship is made available to deserving Oregon FBLA senior members in order to help them further their academic education. The Oregon FBLA Board of Trustees has determined the amount available for this scholarship shall be \$2,000 and may be awarded in part or in whole to one or more recipients. Current state officers are not eligible for this scholarship.

Eligibility

Senior members who are active members of FBLA are eligible to apply for the Oregon FBLA Foundation Scholarship Award.

The following items will be considered when awarding the scholarship:

- **Scholastic Record**—Applicants must submit a transcript of all secondary or post-secondary work completed.
- **Scholastic Aptitude**—As determined by the average grade point and statement from school officials (Results of the Scholastic Aptitude Test of the College Entrance Examination Board should be submitted, if available).
- **FBLA Chapter Participation and Accomplishment**—Activities through FBLA will be accounted for as well as substantiated evidence of leadership, responsibilities, and character.

Selection Procedure

Applicants must apply for scholarships by completing the application form located on the following page. Return completed applications with attached documentation via the online submission tool as a PDF file.

The Scholarship Committee selects awardees based upon application and interview criteria qualifications. The top ten applicants will be called for personal interviews during the State Business Leadership Conference.

Handling of Funds

The award shall be paid directly to the appropriate institution upon receipt of a letter from the institution confirming that the recipient is enrolled as a full-time student at their school.

Communications

A letter of congratulations will be sent to the winning recipients along with instructions on how to process the funds. It will be the responsibility of the recipient to provide the requested information to the Oregon FBLA state office in order for funding to be disbursed.

Submit applications at <https://oregonfbla.org/foundation-scholarship/>



OSU LUCILLE BORIGIO SCHOLARSHIP APPLICATION

Funds, as allotted through the Lucille Borigio trust agreement, shall be distributed on an annual basis according to the annual earnings of the trust. The maximum amount of each award will be full tuition for one year. Current state officers are not eligible for this scholarship.

Eligibility

Any high school senior or graduate who is an active member of FBLA or PBL and who intends to pursue a full-time course of study in Business Administration at Oregon State University is eligible to apply for the Lucille Borigio Scholarship Award. The following items will be considered when awarding the scholarship:

- Scholastic Record—Applicants must submit a transcript of all secondary or post-secondary work completed.
- Scholastic Aptitude—As determined by the average grade point and statement from school officials (Results of the Scholastic Aptitude Test of the College Entrance Examination Board should be submitted, if available).
- FBLA Chapter Participation and Accomplishment—Activities through FBLA will be accounted for as well as substantiated evidence of leadership, responsibilities, and character.

Please note: entries must be made via the online submission tool as a PDF. Do not mail anything to the state office.

Selection Procedure

Applicants must apply for scholarships by completing the “OSU Lucille Borigio FBLA-PBL Scholarship” application form by the state deadline. The Scholarship Committee selects awardees based upon application and interview criteria qualifications. An OSU general catalog will be made available to judges as a reference guide during interviews.

Handling of Funds

The award shall be paid directly to the scholarship office at Oregon State University. Funds, through the OSU Foundation, will be credited to the recipient account over a period of one academic year (three quarters). Proof of enrollment (i.e., class schedule) is required in order to receive this award.

In the event funds are not drawn or cashed in by the recipient (within one academic year after award is given), the remaining monies shall be returned to the Lucille Borigio Trust Fund with an explanatory letter.

Communications

A letter of congratulations will be sent with instructions on how to redeem the scholarship. OSU will be notified along with an authorization to the OSU Foundation to release funds to financial aid. Recipient must be registered at OSU in order to receive funds.

Submit applications at <https://oregonfbla.org/osu-lucille-borigio-scholarship/>

ACTE OUTSTANDING BUSINESS EDUCATION STUDENT AWARD APPLICATION

The ACTE Business Education Division will recognize secondary and postsecondary students who exceed a minimal rating for these awards. One award will be given for each Region of ACTE for the secondary level and one for the postsecondary level.

Eligibility

Students must be nominated by a member of the Business Education Division of the Association for Career and Technical Education. The nominee must be a local, state and national student member of Future Business Leaders of America-Phi Beta Lambda. The students must be enrolled in school through December of the school year of nomination.

All nominations should be sent electronically by **October 15** to [Sean Crevier](#), ACTE/ BE Division President



For more information on the nomination, please visit <https://www.acteonline.org/about/structure/divisions/business-education-division/business-education-division-awards/>

DRESSED TO IMPRESS SCHOLARSHIP APPLICATION

National FBLA aims to provide business attire for up to three members in each state, one from each of the three student divisions.

Eligibility:

- Open to all FBLA members in good standing.
- Must be dues-paid members by the application deadline.
- Applications must be submitted by **November 15 at 11:59 PM ET**.

Criteria & Application Information:

In order to complete the application in its entirety, High School members must complete the application with an adviser.

More information on the scholarship can be found on <https://www.fbla.org/divisions/fbla/fbla-awards-recognition/>

NATIONAL FBLA NLC SCHOLARSHIP

The National Leadership Conference (NLC) Scholarship is a program designed to help fund conference and travel-related costs for FBLA High School members to attend the NLC.

The NLC Scholarship includes a \$500 check, plus a complimentary registration to the NLC (\$195). Scholarship money must be used for conference and travel-related expenses. Up to 50 scholarships will be awarded each year.

Requirements

Members who wish to be considered for an NLC Scholarship must:

- Be on record as having paid local, state, and national dues **by March 1** of the current program year
- Submit an application with required accompanying materials by **5:00 PM ET on April 11**

More information on the scholarship can be found on <https://www.fbla.org/divisions/fbla/fbla-awards-recognition/>

DISTINGUISHED BUSINESS LEADER SCHOLARSHIP

This scholarship is designed to recognize outstanding FBLA members for their activity and involvement in the association. The number of scholarships given depends on yearly contributions to the FBLA Distinguished Business Leader Scholarship fund.

Criteria & Application Information:

- Open to graduating FBLA High School members who plan to pursue a post-secondary education and become actively involved in FBLA Collegiate at the post-secondary level.
- Must be a high school senior to apply.
- Must be dues-paid members of FBLA by March 1.
- Successful achievement of either the Advocate or Capstone level of the Business Achievement Awards (BAA) program.
- Must submit Distinguished Business Leader Scholarship Form
- Deadline is **April 11 at 11:59 PM ET**.

More information on the scholarship can be found on <https://www.fbla.org/divisions/fbla/fbla-awards-recognition/>



Code of Conduct

The conduct of FBLA members, advisers, and representatives should reflect positively on the organization and themselves, upholding the reputation of the organization. Listed below are rules of conduct for FBLA members, advisers, representatives, and attendees of events. ***By registering for FBLA events, participants acknowledge their understanding of the Code of Conduct and the consequences of violating it.***

At all times, FBLA members, advisers, and representatives are expected to:

1. Behave in a courteous and respectful manner, avoiding language or actions that might bring discredit upon themselves, their school, other attendees, advisers, or FBLA, including speech and conduct that creates an intimidating, hostile, or offensive environment.
2. Promote FBLA as a positive experience and therefore act as a positive role model for students in dress, voice, attitude, actions, and demeanor.
3. Obey all local, state, and federal laws.

While participating in an FBLA event, attendees are expected to:

1. Abide by all FBLA rules. Members must keep their advisers informed of their activities and whereabouts. Accidents, injuries, and illnesses must be reported to the local adviser(s) or state leader(s) immediately.
2. Avoid conduct not conducive to an educational conference. Such conduct includes, but is not limited to, actions disrupting the conference's professional atmosphere, association with nonconference individuals, and activities that endanger self or others.
3. Comply with the rules of all event facilities. Remember that other guests have rights as well. Noise should be kept at a respectful volume. Individuals or chapters will be responsible for repairing or replacing any property or furniture that is damaged. Facilities have the right to ask guests to leave.
4. Stay in the hotel room to which they are assigned. FBLA members must have permission from their local adviser(s) or state leader(s) to be in hotel rooms to which they are not assigned.
5. Follow the FBLA Dress Code during all conference activities, including general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise indicated.
6. Avoid smoking, use of vaping/e-cigarette devices, alcoholic beverages, cannabis, and controlled or illegal substances of any form. These items must not be used or possessed at any time, or under any circumstances. Use or possession of such substances may subject the attendee to criminal prosecution. This policy does not apply to medications legally prescribed for an individual attendee.
7. Not possess or use weapons of any kind at an FBLA-related event.
8. Local advisers and state leaders are responsible for the supervision of attendee conduct. They should refer to the Chaperone Policy for additional responsibilities.

Code of Conduct Violations

Should an attendee violate the Code of Conduct, the FBLA staff member on duty will meet with the attendee and/or state leader(s) and local adviser(s)/chaperone(s).

- Attendees who violate the Code of Conduct may be subject to disciplinary action, up to and including expulsion from the conference. Attendees who are expelled from the conference will not be eligible for a refund of any fees paid and will be sent home at their own expense.
- Attendees may be given a warning for behavior and their adviser(s)/chaperone(s) will be notified.
- Attendees may be remanded to the custody of their adviser(s)/chaperone(s) and banned from all conference activities and facilities. FBLA will require that the adviser(s)/chaperone(s) notify a student attendee's parents/guardians.
- If an attendee's behavior or actions violate the law, FBLA will notify local security and authorities immediately.

Oregon
FBLA
Dress Code

At any time during the conference while on-site (including hotels), attendees must be in casual or business attire.

DRESS CODE

Projecting a professional image in the workplace is vital for business leaders. It demonstrates seriousness of purpose and respect for clients, colleagues, and others. As Future Business Leaders of America who seek to lead and serve others, participants will dress in business attire and uphold the professional image of the association. Appropriate professional attire is required in all conference areas for all attendees—advisers, members, and guests—at all general sessions, competitive events, exhibits, regional meetings, workshops, and other activities unless otherwise indicated.

Conference name badges are part of the Dress Code and must be worn for all conference functions. For safety reasons, do not wear conference badges outside of the conference area. The Dress Code is gender-neutral.

ACCEPTABLE ITEMS



BUSINESS PROFESSIONAL

Business Suit

- Suit pants and jacket
- Blouse (or) collared dress shirt with tie or scarf
- Dress shoes (or) dress boots

Blazer

- Dress pants (or) skirt
- Blazer
- Blouse (or) collared dress shirt with tie or scarf
- Dress shoes (or) dress boots

Dress

- A business dress
- Dress shoes (or) dress boots

Other Professional

- Dress pants (or) skirt
- Blouse (or) collared dress shirt with tie or scarf
- Dress shoes (or) dress boots

BUSINESS CASUAL

- Dress pants, skirt, (or) khakis
- Blouse, collared dress shirt, (or) polo shirt
- Dress shoes (or) dress boots

NOTE: Business Casual is only available during sessions specifically noted in conference materials and is NOT appropriate for competitive events.

UNACCEPTABLE ITEMS



The following items are prohibited in all conference areas, including competitive events.

- ❗ Denim or flannel clothing
- ❗ Shorts
- ❗ Athletic clothing
- ❗ Leggings or graphically designed hosiery/tights
- ❗ Skintight or revealing clothing, including tank tops, spaghetti straps, and mini/short skirts or dresses more than 1" above the knee
- ❗ Swimwear
- ❗ Flip flops or casual sandals
- ❗ Athletic shoes
- ❗ Industrial work shoes
- ❗ Hiking boots
- ❗ Hats
- ❗ Graphically printed clothing

No dress code can cover all contingencies, so FBLA members must use a certain amount of judgment in their choice of clothing to wear. Members who experience uncertainty about unacceptable attire should ask their local adviser, state leader, or conference staff.

FBLA recognizes that exceptions may need to be made and will work with advisers on a case-by-case basis to accommodate requests. Advisers should indicate the need for exceptions on the special accommodation portion of the registration form. Requests made after registration closes must be made in writing.