



DEPARTMENT OF INDIANA
MEMORANDUM

TO: DISTRICT CHAIRMAN
FROM: BUTCH MILLER, DEPARTMENT PROGRAM DIRECTOR
SUBJECT: MARTIN A. WERNER – FIREFIGHTER OF THE YEAR (FFOTY) AWARD
DATE: WEDNESDAY, JANUARY 16, 2019

Each District Firefighter, EMS and Law & Order (FEL&O) Chairman will receive a 3-ring binder that is to be used to submit their District FFOTY Winner's application to Department for final Department-level judging. Each binder contains a copy of the rules and information regarding the award. **FFOTY applications MUST be completed in English!**

Each District FEL&O chairman is responsible for establishing and announcing a deadline for the District's FFOTY judging. The Districts are to submit their District level FFOTY winner to Department on or before the deadline of **June 3, 2019**.

NO DISTRICT FFOTY APPLICATIONS WILL BE ACCEPTED IN ANY FORM OTHER THAN THE 3-RING BINDERS ISSUED BY DEPARTMENT HEADQUARTERS.

It is important that as the District FEL&O Chairman, you establish your District deadline in conjunction with your District Commander. You must also establish a judging committee and transfer the District level (FFOTY) winner's application into the 3-ring binder provided, **BEFORE** submitting it to the Department for judging.

Department level judging will take place at the Department Close-of-Books (COB) event on Sunday, June 9, 2019. District level FFOTY submission will **NOT** be accepted at the COB event. Such submissions shall be ineligible for Department level award consideration.

If at any time you have questions concerning the procedures relating to the FFOTY Award, please contact Department Firefighter, EMS and Law & Order Committee Chairman Nick Nicholoff at (260) 623-6288 or by email at hillbillyjn@fontier.com. In the absence of the Chairman, you may contact Department Program Director Butch Miller at (317) 630-1300 or by email at bmiller@indianalegion.org.

We wish each of you much success and look forward to your entries in this year's program.

Thank you.

cc: District Commanders

The American Legion Department of Indiana

Martin A. Werner

Firefighter of the Year Award

Background

A firefighter Award Committee was established at the Indiana Department of The American Legion in July of 1977. The Committee was created to establish an award for the outstanding Firefighter in the State of Indiana.

The Firefighter Committee was formed at the request of Cedar Lake Post 261. Their membership stated, in a resolution, that "a firefighter lays his life on the line every time he answers a call and should be recognized as a dedicated individual thinking only of the safety of others."

The primary purpose of a fireman is to fight fires and to save lives. A fireman also performs other duties, such as helping in all disaster situations and performing emergency medical assistance. Firefighting remains a most hazardous occupation. It is because of all the duties a firefighter is called upon to perform that Cedar Lake Post 261 recommended they be recognized.

The Department started presenting the awards in 1978. In 1988, a resolution to the Department Convention hereafter named the award the Martin A. Werner Firefighter Award. Werner was a former firefighter and member of Cedar Lake Post 261, and was instrumental in setting up the Firefighter Award Program. Werner died shortly before the 1988 Convention.

Through such a program the Legion can play a part in seeing that outstanding firefighters are recognized for their achievements. Members of The American Legion have risked great personal danger for their country and fellow man, just as firefighters do daily. By recognizing the men and women of the firefighting profession, we can hope to continue to have dedicated firefighters. Firefighters dedicated not only to their country and community, but to the important job they do.

Credentials

The Martin A. Werner Firefighter Award is given each year to a full-time, part-time, or volunteer firefighter. The winner, in the opinion of the judges, must have proven himself professionally, demonstrated the finest qualities of a good firefighter, and promoted the firefighting profession. The winner need not be a veteran or a member of The American Legion.

Selection and Judging

The selection for the Firefighter Award begins at the local post level. Each Legion Post in the state can name a fireman for their candidate for Firefighter of the Year.

The Local posts determine the manner in which each winner will be selected. After a local winner has been named, the firefighter will then be considered for the District Firefighter of the Year.

Each Legion District has its own criteria for selecting its winner, but usually follows the guidelines set down for the state contest. After the District selection process is complete, the District Firefighter Chairman assists the candidate in preparing an official scrapbook, which is judged at the State level. This scrapbook serves as the judging panel's only contact with the candidate, and the quality of the scrapbook's content is the sole basis for the judges' decision.

American Legion Department of Indiana

Martin A. Werner – Firefighter of the Year (FFOTY) Award

1. Each Post shall select a Firefighter, EMS, Law & Order (FEL&O) Chairman whose responsibility it will be to provide the District FEL&O Chairman with a suitable and qualified nominee for the FFOTY award.
2. The Department shall make an official FFOTY entry form available online. This form will be the only method acceptable for a Post to certify the name and accompanying documentation to the District FEL&O Chairman. FFOTY applications MUST be completed in English. **Once determined, the Department level FFOTY winner entry submission will become the property of The American Legion, and will not be returned to the applicants/contestants.**
3. Each District Commander shall appoint a FEL&O Committee of not less than three or more than five members, to include the District FEL&O Chairman, whose responsibility it shall be to judge the District level FFOTY applications; and select one District level winner who shall represent the particular District in Department competition.
4. In coordination with the District Commander, each District FEL&O Chairman shall set and announce/publicize his/her own deadline for determining the District level FFOTY winner. **District level FFOTY winners MUST be certified to the Department Headquarters no later than June 3, 2019.**
5. Each District level FFOTY winner, and a guest, will be offered one-nights lodging on Friday evening of the Department Convention period. They will also be invited to attend a special Department Convention Recognition Luncheon on Saturday of the Convention period. The lodging and luncheon shall be at no cost to the invitee.
6. During the Department Convention General Session on Saturday of the Department Convention, the District level FFOTY award winners will be recognized from the podium. Immediately following said recognition, the Department level FFOTY winner shall be announced.
7. The Department level FFOTY award winner shall be the lodging guest of the Department. Lodging for the remaining District level winners shall be the responsibility of each applicable District.
8. A candidate for the FFOTY Award must be a living, active, full-time or volunteer firefighter, affiliated with a Fire Department recognized and located within the State of Indiana. The nominee must submit a current State of Indiana certification.
9. A posthumous award is acceptable **only if** the nominee's death occurred within the consideration date period for the award is being presented.
10. No District or Department FFOTY winner may be certified for FFOTY consideration in successive years.
11. Membership in The American Legion shall not be a requirement or consideration in qualifying any nominee for the FFOTY award at any level.
12. Nomination for the FFOTY award, of any member who sits on the District or Department level FEL&O committee shall not jeopardize that member's position on said committee. The nominee/member shall enjoy the same privileges and responsibilities as all other committee members.
13. Entry forms provided by the Department shall be used as the sole instrument of certifying a nominee and shall not be used as a basis of accumulating points toward determining winners. Final judgment shall be made from the documented materials provided and appearing on the pages in the album.

**AMERICAN LEGION DEPARTMENT OF INDIANA
MARTIN A. WERNER FIREFIGHTER OF THE YEAR (FFOTY) AWARD**

District Judging Tally Form

POST #: _____ DISTRICT #: _____

FFOTY Candidate's Name _____

- A. Community Service _____
(0 to 35 points)
- B. Professional Career _____
(0 to 40 points)
- C. Heroism _____
(0 to 20 points)
- D. Letters of Recognition, news clippings
and other substantiation documentation _____
(0 to 5 points)

TOTAL POINTS _____

Judge's Initials: _____

The American Legion Department of Indiana

Martin A. Werner Fire Fighter of the Year (FFOTY) Award

DISTRICT WINNER CERTIFICATION FORM

NOTE! Submit a biographical sketch of the award winner, on a separate piece of paper, and attach it to this Certification Form. The biographical sketch should include, but is not limited to; education, professional and personal accomplishments, awards and/or recognition, family, church affiliation (if any), social organizations, community involvement and other pertinent data suitable for the construction of an introduction or press release.

To be completed by the District Commander, Adjutant, and FEL&O Chairman

We the undersigned, hereby certify that the individual outlined immediately below, has been determined to be the Firefighter of The Year award winner for the District indicated.

DATE: _____ DISTRICT: _____

NAME: _____

ADDRESS: _____

PHONE: (_____) _____

EMAIL: _____

District Commander: (signature) _____

(printed) _____

District Adjutant: (signature) _____

(printed) _____

District FEL&O Chairman: (signature) _____

(printed) _____

The American Legion Department of Indiana

Martin A. Werner Firefighter of the Year (FFOTY) Award

DEPARTMENT WINNER CERTIFICATION FORM

To be completed by the Department Firefighter, EMS, Law & Order Committee Chairman and attested to by at least one (1) other member of the Department Firefighter, EMS, Law & Order Committee

We the undersigned, hereby certify that the individual names immediately below, has been determined to be the Firefighter of The Year award winner for the American Legion, Department of Indiana.

DATE: _____

NAME: _____

Department Chairman: (signature) _____
Firefighter, EMS, Law & Order Committee

(printed) _____

Attested:

Member: (signature) _____
Firefighter, EMS, Law & Order Committee

(printed) _____

The American Legion



Firefighter of the Year Award

Section A	Community Service	(35 points)
Section B	Professional Career	(40 points)
Section C	Heroism	(20 points)
Section D	Letters of Recognition, news clippings, and other substantiating documentation	(5 points)

The American Legion

Martin A. Werner Firefighter of the Year Award

Official Entry Form

Name of Nominee: _____

Address: _____

City: _____ Zip Code: _____

Phone Number: _____ County: _____
(with area code)

Age of Nominee: _____

Email: _____

Recommended By: _____

Post Number: _____ District Number: _____

How long have you been engaged as a Firefighter? _____

Present Position: (i.e. Private, Corporal, Lt., Captain, etc.)

(Please give name of City, Town, and/or County in which you serve)

List of previous firefighting experience:

(If more space is needed attach separate piece of paper)

CONTINUE

Submit a biographical sketch, on a separate piece of paper, of the firefighter nominated, including education, family, church affiliation (if any), social organizations, or other data suitable for the construction of a speech necessary in the performance of presenting the winner's award.

What makes this candidate an outstanding firefighter?

(If more space is required please attach separate paper)

Has this firefighter's superior been informed of this recommendation?

Yes _____ No _____

If so, does he/she concur in the recommendation?

Yes _____ No _____

NOTE: If the answer to both of the above question is "YES", then attach a letter of recommendation from the superior officer.

Each Post winner shall have his/her entry data submitted to the District in a 3-ring binder, which should include the following: (1) a completed application form, (2) a 5 x 7 photograph of the nominee, and (3) a maximum of **18 one-sided pages 8 1/2 x 11** bond paper of service documentation. The first six or seven pages should contain the individual's service narrative. The additional pages may include supporting citations and other documentation to include press articles. Only once copy of the application binder needs to be submitted. The following documentation should be included:

- a. Application form- Complete the attached application form and use it as the cover page of the application. This cover page shall not count as part of the maximum 18 pages of service documentation.
- b. 5 x 7 official photograph of the nominee.

c. Service narrative and supporting documentation- The goal of the Law and Order Committee is to select a well-rounded firefighter who has exceeded, above and beyond, the duty requirements of his or her position and who exemplifies the virtues of professionalism and dedication and has demonstrated a distinct pattern of community service to his/her community, state, or nation; and also has proven his/her personal dedication to community security and protection. The firefighter officer must be recommended by his/her Commanding Officer of Supervisor for this award, and, if selected for this award, will be available for its presentation at the Department Convention. Specific acts of community service, heroism, and meritorious performance recognized by his/her firefighter agency should be included and documented. To assist Districts in their selections, judging guidelines at the Department level will be based on the following criteria, and maximum percentage points will be allocated as follows:

- I. Community Service.....35 points
- II. Professional Career.....40 points
- III. Heroism.....20 points
- IV. Letters of recognition, news clippings,
and other substantiating
documentation.....5 points

d. Community Service- Outstanding service to the community, state, or nation by the firefighter, in both on and off-duty activities, should be explained for the past year and may include previous years. Cite, for example, awards and/or supporting letters from city or county commissioners, letters from state officials, and letters from The American Legion Department or Posts, or from citizens attesting to and commending the firefighter for his/her community service contributions. Remember, one of the major aims of the award program is to select a well-rounded firefighter officer who has demonstrated a distinct pattern of community service, above and beyond assigned duty requirements.

e. Citations for community service, heroism, and meritorious performance of duty should be explained for the past year and may include previous years. Include citations and any supporting letters from the officer's chain of command, as well as other documentation from city, county, and/or state authorities and American Legion officials, citizens, or civic groups as further evidence of community service, heroism, and meritorious performance of duty by the officer.

f. Include a copy of the nominee's state or federal certification as a firefighter as well as copies of pertinent training and education certificates as appropriate.

g. The District which submits the winning nominee will be notified at the Department Convention as the Department winner is announced.

h. Remember to let the nominee know what The American Legion Department Firefighter of the Year Award is, and receive assurance from the officer's chain of command that if the nominee is selected as the winner, that he/she will be available for the award presentation at the Department Convention. If the winning firefighter is a uniformed firefighter, then he/she is requested to appear in full uniform at the Department Convention at the time of presentation. Non-uniformed winners would be expected to appear in appropriate business attire.

Attach a small photo of the person nominated.

This recommendation is submitted by: _____

Post: _____, Department of Indiana _____ District.

Please have the following people sign/print where indicated:

Post Commander: _____
(printed)

(signature)

Post Adjutant: _____
(printed)

(signature)

Post Commander: _____
(printed)

(signature)

Post Firefighter Chairman: _____
(printed)

(signature)