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DEPARTMENT OF INDIANA  
MEMORANDUM

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**TO:** DISTRICT CHAIRMAN  
**FROM:** BUTCH MILLER, DEPARTMENT PROGRAM DIRECTOR  
**SUBJECT:** LEWIS SCHMIDT LAW OFFICER OF THE YEAR (LOOTY) AWARD  
**DATE:** WEDNESDAY, JANUARY 16, 2019

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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 LOOTY Winner's application to Department for final Department-level judging. Each binder contains a copy of the rules and information regarding the award. **LOOTY applications MUST be completed in English!**

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

**NO DISTRICT LOOTY 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 (LOOTY) 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 LOOTY 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 LOOTY Award, please contact Department Firefighter, EMS and Law & Order Committee Chairman Nick Nicholoff at (260) 623-6288 or by email at [hillbillyjn@fontier.com](mailto: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](mailto: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

### Lewis Schmidt - Law Officer of the Year (LOOTY)

#### Award Instructions

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 LOOTY award.
2. The Department shall make an official LOOTY 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. LOOTY applications MUST be completed in English. **Once determined, the Department level LOOTY 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 LOOTY 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 LOOTY winner. **District level LOOTY winners MUST be certified to the Department Headquarters no later than June 3, 2019.**
5. Each District level LOOTY 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 LOOTY award winners will be recognized from the podium. Immediately following said recognition, the Department level LOOTY winner shall be announced.
7. The Department level LOOTY 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 LOOTY Award must be a living, active, full-time Police Officer attached to a recognized agency located within the State of Indiana. The nominee must submit a current State of Indiana certification of such.
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 LOOTY winner may be certified for LOOTY consideration in successive years.

11. Membership in The American Legion shall not be a requirement or consideration in qualifying any nominee for the LOOTY award at any level.
12. Nomination for the LOOTY 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.

The American Legion  
**Lewis Schmidt - Law Officer of the Year (LOOTY)**  
**Award Application**

Name of Nominee: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ County: \_\_\_\_\_  
(with area code)

Age of Nominee: \_\_\_\_\_

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Recommended By: \_\_\_\_\_

Post Number: \_\_\_\_\_ District Number: \_\_\_\_\_

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How long have you been engaged as a Law Officer? \_\_\_\_\_

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 police experience:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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**IMPORTANT – PACKET MUST INCLUDE A COPY OF NOMINEE’S STATE OR FEDERAL  
CERTIFICATION AS A LAW ENFORCEMENT OFFICER AS WELL AS COPIES OF PERTINENT  
TRAINING AND EDUCATION CERTIFICATES AS APPROPRIATE.**

What makes this candidate an outstanding Law Officer?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(If more space is required please attach separate paper)

**The law enforcement officer must be recommended by his/her Commanding Officer or Supervisor for this award. The Commanding Officer or Supervisor should also provide a letter of recommendation. The Commanding Officer or Supervisor should also state that the law enforcement officer, if selected for this award by the National Organization, will be available for its presentation at the National Convention.**

**Commanding Officer/Supervisor** \_\_\_\_\_

(signature)

Each Post winner shall have his/her entry data submitted to the District in a form of their own choosing. Each District winner shall have his/her submission prepared as outlined by the rules presented to each District Chairman. District application packets for their nominee should include: (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 include the individual's service narrative. The additional pages may include supporting citations and other documentation to include press articles.

**Attach a 5" x 7" photo of the person nominated to the cover sheet.**

This recommendation is submitted by: \_\_\_\_\_  
Position / Title

Post: \_\_\_\_\_ District: \_\_\_\_\_ Date: \_\_\_\_\_

The following individuals MUST sign this nomination packet where indicated:

**Post Commander:** \_\_\_\_\_  
Signature

**Post Commander Name:** \_\_\_\_\_  
Printed

**Post Adjutant:** \_\_\_\_\_  
Signature

**Post Adjutants Name:** \_\_\_\_\_  
Printed

**Post Law Officer Chairman:** \_\_\_\_\_  
Signature

**Post Law Officer Chairman's Name:** \_\_\_\_\_  
Printed

AMERICAN LEGION DEPARTMENT OF INDIANA

**Lewis Schmidt - Law Officer of the Year (LOOTY) Award**

**District Judging Tally Form**

POST #: \_\_\_\_\_

DISTRICT #: \_\_\_\_\_

LOOTY 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: \_\_\_\_\_

Date: \_\_\_\_\_

**Lewis Schmidt - Law Officer of the Year (LOOTY) 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.**

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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 Law Officer of the Year award winner for the District indicated.***

DATE: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (\_\_\_\_\_) \_\_\_\_\_

EMAIL: \_\_\_\_\_

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*District Commander:* (signature) \_\_\_\_\_

(printed) \_\_\_\_\_

*District Adjutant:* (signature) \_\_\_\_\_

(printed) \_\_\_\_\_

*District FEL&O Chairman:* (signature) \_\_\_\_\_

(printed) \_\_\_\_\_

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The American Legion Department of Indiana

**Lewis Schmidt - Law Officer of the Year (LOOTY) 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 Law Officer of The Year award winner for the American Legion, Department of Indiana.**

DATE: \_\_\_\_\_

AWARD WINNER'S NAME: \_\_\_\_\_



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

(printed) \_\_\_\_\_

Attested:

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

(printed) \_\_\_\_\_





# The American Legion



## Law Officer of the Year (LOOTY) Award

Section I	Professional Career	(0 to 40 points)
Section II	Community Service	(0 to 35 points)
Section III	Heroism	(0 to 20 points)
Section IV	Letter of Recognition/ News Clippings	(0 to 5 points)