

Memorandum

TO: DISTRICT CHAIRMEN

FROM: Tina Wiseley, Administrative Assistant

RE: Lewis Schmidt, Law Officer of the Year Award

DATE: November 17, 2017

Each District Chairman will receive a 3-ring binder that is to be used to submit their District Winner's application to Department for final Department-level judging. Each binder contains a copy of the rules and information regarding the award.

Each District is responsible for establishing a deadline for District judging. The Districts are to submit their winner to Department on or before the Department deadline **June 1, 2018**. It is important that as District Chairman, you establish your District deadline in conjunction with your District Commander. You must also establish a judging committee and transfer the winner's application into the 3-ring binder provided.

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

If at any time you have questions concerning the procedures relating to the Law Officer of the Year Award, please contact me at twiseley@indianalegion.org or (317) 630-1300; or Committee Chairman Nick Nicholoff at (260) 623-6288. 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
Lewis Schmidt

Law Officer of the Year Award

1. Each post shall select a Chairman whose responsibility will be to provide the District Committee with a suitable and qualified nominee for the award.
2. Each Post shall be made available an official entry form by the Department. This form will be the only method acceptable for Posts to certify the name and accompanying documentation to the District Chairman.
3. Each District Commander shall appoint a Committee of not less than three or more than five members whose responsibility shall be to judge all applications and select one winner who shall represent that District in Department competition.
4. Each District Chairman shall set his/her own deadline for determining the District winner. However, all District winners shall be certified at Department Headquarters **no later than June 1, 2018.**
5. Each District winner shall be presented an appropriate plaque during prescribed ceremonies at the Department Convention.
6. Each Post sponsoring a District winner shall be presented an inscribed citation during the ceremonies at the Department Convention.
7. The name of the winner of the Lewis-Schmidt Award shall be announced from the lectern during ceremonies at the Department Convention.
8. The winner of the Department Award shall be the guest of the Department Convention Corporation at the Department Convention where minimum benefits shall include lodging for a minimum of one day. Other candidates are the responsibility of their District and/or Post.
9. A nominee for this Award must be a living, active, full-time Police Officer attached to some police agency located within the State of Indiana.
10. A posthumous award is acceptable only if the nominee's death has occurred within the dates in which the award is being presented.
11. No District or Department winner may be certified for consideration of Law Officer of the Year for successive years.
12. Membership in The American Legion shall not be a requirement or consideration in qualifying any nominee for this award.
13. The nomination for this Award of any member who sits on this Committee shall not jeopardize that member's position on this Committee. The nominee shall enjoy the same privileges and responsibilities as all other members.
14. 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 documenting materials appearing on the 18 pages in the album.
15. The nominee or post submitting the entry must make a copy of the entry prior to its submission. The Department winner will not be returned, but rather, will be sent to the National Organization for judging. **The winning Department submission will not be returned to the Department, to the Post, nor to the Participant.**

The American Legion

Lewis Schmidt Award

Official Entry Form As Amended in 2008 for National Competition

Name of Nominee: _____

Address: _____

City: _____ Zip Code: _____

Email Address: _____

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

Age of Nominee: _____

Recommended By: _____

Post Number: _____ District Number: _____

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)

**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.**

OVER

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:

_____ From Post: _____
The American Legion, Department of Indiana, Located in the _____ District

Please have the following people sign where needed:

Post Commander: _____

Printed Commanders Name: _____

Post Adjutant: _____

Printed Adjutants Name: _____

Post Law Officer Chairman: _____

Printed Post Law Officer Chairman's Name: _____

**INDIANA AMERICAN LEGION
2017-2018
LAW ENFORCEMENT OFFICER OF THE YEAR AWARD**

DISTRICT # _____ Candidates Name _____

A. Professional Career _____
(0 to 40 points)

B. Community Service _____
(0 to 35 points)

C. Heroism _____
(0 to 20 points)

D. Letters of Recognition/News Clippings _____
(0 to 5 points)

TOTAL POINTS _____

_____ Judge's Initials

The American Legion

Law & Order Program

To be completed by the District Commander, District Adjutant, and Law Officer Chairman

DISTRICT WINNER CERTIFICATION FORM

We, the undersigned, do certify that the individual outlined on this form is the winner in the _____ District of the Law Officer of the Year Award.

District Commander: _____

District Adjutant: _____

District Law Officer Chairman: _____

DEPARTMENT WINNER CERTIFICATION FORM

This is to certify that _____ is the winner of The American Legion Department of Indiana Law Officer of the Year Award.

*Chairman,
Law & Order/Firefighter Committee:* _____

*Attest:
Chairman, Law & Order Committee:* _____

The American Legion



Law Enforcement Officer of the Year Award 2017-2018

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)