



DEPARTMENT OF INDIANA
MEMORANDUM

TO: DISTRICT CHAIRMAN
FROM: BUTCH MILLER, DEPARTMENT PROGRAM DIRECTOR
SUBJECT: MILITARY PERSON OF THE YEAR (MPOTY) AWARD
DATE: WEDNESDAY, JANUARY 16, 2019

The Department National Security/Foreign Affairs (NS/FA) Committee is responsible for Department Convention Award for the “Military Person of the Year (MPOTY) Award”.

The categories are *Active Duty, Reserve and National Guard*. The binders are to be used to submit the respective District Winners’ applications to Department for final Department-level judging. Each binder will contain a copy of the rules and information regarding the award. Binders will be made available at the Mid-Winter Conference.

Additionally, the Department will make available, on the Department website, copies of the application and rules for this award. Each District is responsible for establishing a deadline for District judging. The Districts are to submit their winners to Department. **Such submissions MUST be received by the Department NO LATER THAN June 3, 2019.**

It is important that as the District (NS/FA) Chairman, you establish your District deadline in conjunction with your District Commander. You must also establish a judging committee and transfer the winners’ applications into the 3-ring binders provided.

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

If at any time you have questions concerning the procedures relating to the MPOTY Award, please contact Department NS/FA Committee Chairman Jay Hilliard by email at asacurly@gmail.com, or by phone at (260) 249-7826. In the absence of the Chairman, you may contact me by email at bmiller@indianalegion.org, or by phone at (317) 630-1300.

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

CC: All District Commanders

THE AMERICAN LEGION DEPARTMENT OF INDIANA MILITARY PERSON OF THE YEAR (MPOTY) AWARD

GENERAL RULES:

1. ALL nominees for this award must be living individuals within one of the three established categories (Active Duty, Reserve, and National Guard).
2. No District or Department winners may be certified for consideration of the Military Person of the Year for successive years.
3. Membership in the American Legion shall not be a requirement or consideration in qualifying any nominee for this award.
4. 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.
5. Candidates for the Military person of the Year Award must be residents of the State of Indiana and/or be individuals assigned to an Active Duty, Reserve or National Guard unit within the State of Indiana.
6. Nomination/Application form **MUST** be completed in english.

POST & DISTRICT GUIDELINES:

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 in each of three categories (Active Duty, Reserve and National Guard).
2. An official entry form shall be made available to each Post by The Department not later than February. This form will be the only method acceptable for Posts to certify the name and accompanying documentation to the District Chairman.
3. Each District Chairman shall set his/her own deadline for determining the District winner. Each District Chairman 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. The District Chairman shall be responsible for the assembly of the District winner scrapbook. This may be accomplished by a method of the Chairman's own choice. Scrapbooks will be three ring binders, 8 ½" x 11 ½ "and **only those provided** by Department will be accepted.
5. Scrapbooks shall contain fourteen (14) acetate folders providing twenty-five (25) sides for material to be judged and one (1) acetate folder for the Candidate's entry form and one side for the rating index form. Submission should not exceed **(25) single pages**. A photograph of the Candidate **must be submitted**. Tab dividers are provided to separate the album into sections suitable for judging.

6. Deadline for certifying District winners to Department is June 3, 2019.

7. Judging shall be by a specially selected panel of not more than five, or less than three persons, and shall include at least one person with a professional background in the military.

8. Department winners shall be declared on an accumulation of total points using the following rating system:

SECTION I Professional Career (0 to 20 Points)

SECTION II Community Service (0 to 15 Points)

SECTION III Family (0 to 10 Points)

SECTION IV Letters of Recognition (0 to 5 Points)

9. 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 twenty-five (25) pages in the album.

10. The winners of The Department Award shall be the guests at The Department Convention where the names of the winners will be announced from the podium during ceremonies. It is the responsibility of the District Chairman to assure the presence of their winner at Department Convention.



American Legion, Department of Indiana

Military Person of the Year (MPOTY) Nomination

Attach a photo of the person being nominated.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Email: _____

Post No. _____ City _____ District: _____

Category: (check one) - Active Duty _____ Reserve _____ National Guard _____

Age: _____ Time in Service: _____ Branch of Military: _____

Present position _____

Military unit _____

Rank/grade _____

Military career highlights: _____

(attach additional sheet[s] if necessary)

What makes this candidate an outstanding military member? Individuals may be recognized for exemplary

military service or service to the community above and beyond military duties.

(attach additional sheet[s] if necessary)

Has this individual's superior been informed of this recommendation? (check one) YES _____ NO _____

If so, does he/she concur with the recommendation? (check one) YES _____ NO _____

Each Post winner shall have his/her entry data submitted to the District on this form by the deadline established by each applicable District NS/FA Chairman.

Nominations may be documented by photos, certificates, news clippings, and other items relating to the nominee career or accomplishments if possible.

Each District shall select a District winner and forward this form and relevant support material to the Department by **June 3, 2019**. The Department will return all entries to the nominators.

Judging will be governed by the Rules approved by the Department.

This nomination is submitted by _____,
(print name, title and position)

Signature approving: _____

Post #: _____ District: _____ Date: _____

and hereby attests to its accuracy and completeness.

Post Commander _____ (print name) _____ (signature)

Post Adjutant _____ (print name) _____ (signature)

AMERICAN LEGION DEPARTMENT OF INDIANA
MILITARY PERSON OF THE YEAR (MPOTY) AWARD

Candidates Name _____

POST #: _____

DISTRICT #: _____

- A. Professional Career (0 to 20 points) _____
- B. Community Service (0 to 15 points) _____
- C. Family (0 to 10 points) _____
- D. Letters of Recognition (0 to 5 points) _____

TOTAL POINTS _____

Judges Initials: _____

Judging Date: _____



THE AMERICAN LEGION DEPARTMENT OF INDIANA

DISTRICT MPOTY WINNER CERTIFICATION

To be completed by District Commander, District Adjutant and District NS/FA Chairman.

We, the undersigned, certify that the individual identified on this form below, is the winner of the Military Person of the Year Award, as indicated:

Date: _____ Program Year: _____

Post #: _____ District #: _____

MPOTY Award Category: () Active Duty () Reserve () National Guard
(must check one)

NAME: _____

ADDRESS: _____

PHONE: (_____) _____

EMAIL: _____

District Commander: (signature) _____

(printed) _____

District Adjutant: (signature) _____

(printed) _____

District NS/FA Chairman: (signature) _____

(printed) _____

Date Submitted to Department: _____

**THE AMERICAN LEGION
DEPARTMENT OF INDIANA**



MILITARY PERSON OF THE YEAR (MPOTY) AWARD

SECTION I	Professional Career	(0 to 20 points)
SECTION II	Community Service	(0 to 15 points)
SECTION III	Family	(0 to 10 points)
SECTION IV	Letters of Recognition	(0 to 15 points)