



# NOMINATION FOR THE DISTRICT AWARD OF MERIT



District Award of Merit

NOTE: The nomination is confidential.  
To avoid possible disappointment,  
please do not advise nominee in any  
way of your action in his or her behalf.

\_\_\_\_\_ Council

\_\_\_\_\_ District

From: (Nomination Submitted By) \_\_\_\_\_ Title/Position \_\_\_\_\_

Date: \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

### TO THE DISTRICT AWARD OF MERIT COMMITTEE:

It is a pleasure to present for your consideration for the DISTRICT AWARD OF MERIT the following Scouter:

Name \_\_\_\_\_

Address \_\_\_\_\_

City or Town \_\_\_\_\_ Zip \_\_\_\_\_

Nominee's Spouse's Name \_\_\_\_\_

Nominee's Occupation \_\_\_\_\_

Current Position in Scouting \_\_\_\_\_

(Candidate must be currently registered in this Council)

### 1. Scouting History (Include dates of service, unit numbers, & current position)

A. This volunteer has been registered as an "adult Scouter" for \_\_\_\_\_ years, and has held the following Scouting positions:

\_\_\_\_\_ Unit # \_\_\_\_\_ Years \_\_\_\_\_

\_\_\_\_\_ Unit # \_\_\_\_\_ Years \_\_\_\_\_

\_\_\_\_\_ Unit # \_\_\_\_\_ Years \_\_\_\_\_

\_\_\_\_\_ Unit # \_\_\_\_\_ Years \_\_\_\_\_

B. Candidate has certified in the following training sessions/dates:

Session	Date	Session	Date
Fast Start Training		New Leader Essentials	
Cub Scout Leader Specific		Scoutmaster Leader Specific	
Intro to Outdoor Leader Skills		Intro to Outdoor Leader Skills	
Scoutmaster Fundamentals		Troop Committee Challenge	
District Committee		Commissioner Basic	
Venturing Leadership Skills		Varsity Leader Specific	

C Advanced/ Supplemental Training attended. Activities/ Events directed, Training Course Staffed etc.

Wood Badge		Outdoor Skills Staff	
Camporee Staff		Kodiak	
		Kodiak X	
		Powderhorn	

C. Scouting Awards Earned

Cub Scouter Award		Cubmaster Award	
Den Leader Award		Pack Trainer Award	
Tiger Cub Den Leader		Webelos Den Leader	
Scouter's Training Award		Scouter's Key	
Nat'l SM Award of Merit		District Committee Key	
Roundtable Staff Award		Distinguished Commissioner	

D. Member of the Order of the Arrow? Yes \_\_\_ No \_\_\_ Date Inducted \_\_\_\_\_

Honor Level: Ordeal \_\_\_\_\_ Brotherhood \_\_\_\_\_ Vigil \_\_\_\_\_

OA Distinguished Service \_\_\_\_\_

2. Community Service: (Such as service club work, etc. Give details)

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3. Church Activity/Service: (Give details)

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## Nomination Suggestions

- 1 Point 6 above also speaks to the tradition of keeping the award winners a surprise until the award ceremony but this creates difficulties in securing accurate information to support the nomination. Here are some possibilities
  - A Check the Scouter History Database at LHAC
    - i Contact your District Executive and he can email or send you a print-out
    - ii Use this as a checklist to be sure nothing is overlooked.
    - iii Descriptions of the district and council position code numbers will be attached to printout.
  - B Talk to other District Committee members.
  - C Observe which Scouters that the nominee associates with: Ask them.
  - D Discretely check with nominee's Friends, Family
  - E Contact Church, Other Groups, Job, Kid's Teachers, Charter Partner,
  - F Look for information on Social network sites. Including SCOUTING SITE
  - G Nominations are retained for a few years so be sure to update any unsuccessful nominations for consideration later.
  - H Check with District Recognition volunteer or D.E. to see if nomination paperwork has been started by someone else.
  - I Don't overlook documenting other community and church involvement as this is an important criteria.
  
- 2 The District wants to attract the widest possible group of quality nominees so that "noteworthy service to youth" is recognized on a timely basis and we neither overlook deserving individuals nor make the award exclusively to volunteers serving in high profile positions. A district recognition volunteer should be designated to assure the process works smoothly. Some idea for generating good nominations include:
  - A Direct mailing to Unit leaders Commissioners and Committee Chairs
  - B Designate a Unit Volunteer for Recognition
  - C Use roundtable to alert Scouters to nomination timetables resources etc.
  - D Update old nominations
  - E Some Districts give 'spirit' or 'participation' awards for efforts that are not at D.A.M. level, keep a record of these.
  
- 3 The nominations are retained for use for the following a few years, and then are discarded as being out of date. Being sure that all nominations are updated addresses the quality of the nominations and maintains their 'freshness' without causing further difficulties on gathering history data. Where multiple nominations are on file for the same nominee, add them together as one document packet.
  
- 4 Since the District Award of Merit is awarded once, a list of past awardees should be compiled in each district and made available at the LHAC website.
  
- 5 Annually, district chairmen will appoint a temporary special District Award of Merit committee who will consider all candidates and make recommendations of those to receive the award.. The committee should include
  - A Recognition Chair
  - B If available Representative Programs eg. Cub District Recognition Chair
  - C Commissioner?
  - D Previous Year Recipients?
  - E Have an odd number max 5
  - F Scout Professional as non-voting advisor

## CEREMONIAL

The following procedure is suggested for such presentation ceremonies:

1. The recipient and spouse should be in attendance at the annual meeting or recognition dinner.
2. A district and/or council officer should explain the award and its significance.
3. Past Award of Merit recipients, Eagle Scouts or Silver Award Venture scouts should be asked to escort the recipients to a place of honor at the head table or on stage.
4. A suitable citation for each recipient should be read indicating what each has done in Scouting.
5. The award (certificate, No. 33719; plaque, No. 17565; and lapel pin, No. 17551) may be presented at this time with appropriate congratulations.
6. The only uniform insignia which accompanies this award is an embroidered overhand knot, No. 05013.
7. A group picture may be taken for use in neighborhood or community newspapers