



Marine Corps League Auxiliary, Inc.

Department of Colorado

www.mcladepofcolorado.org

Department Auxiliary Member of the Year Award Guidelines

1. The Marine Corps League Auxiliary Member of the Year Award shall be presented to a member who has rendered service and has performed a deed or deeds above and beyond the duties and obligations necessary in their performance of office or member.
2. This award **will not** necessarily be granted every year.
3. Recommendations or nominees for consideration for this honor shall originate at Unit Level. The nominee(s) shall be a "Member in Good Standing" of a Colorado Marine Corps League Auxiliary Unit.
4. Any Unit or Individual may place in nomination by recommendation from their own Unit or a sister Unit.
5. All recommendations shall be in type written form.
6. Officers and/or Member(s) of the recommending Unit shall state in their nominating letter a background of the Member and include a statement of eligibility for membership in the Marine Corps League Auxiliary.
7. Any outstanding deed or deeds so identified as being within the scope of these rules shall be of such activities and achievements within the Marine Corps League Auxiliary, in the community, civic, fraternal, and social organizations which would enhance the posture of the U.S. Marine Corps, the Marine Corps League and the Marine Corps League Auxiliary.

Examples:

- a. Unit Level: Have involvement in Unit activities;
- b. Serves on a Unit and/or Department committee (e.g. Scholarship, Operation Little Angel, Girl Scouts, etc.), holds or held an office;
- c. provides support to Detachment(s), MODD and MODD Fleas;
- d. Community Outreach Service:
 1. Is involved within the local community, e.g. volunteers time at VA;
 2. V.A. Volunteer recognition and community and civic awards.
 3. Participates in the Toys for Tots program; etc.
- e. Participates as a member in other Veteran's organizations (VFW, DAV, American Legion, etc.)
- f. Works with other Veterans groups in the community, coordinating Veterans functions and recognition events.
- g. Other community activities promoting or advocating patriotism, country, duty, and freedom. Participates in joint veterans activities (joint color guards, funeral details, etc.)
- h. Department Level: Department Level involvement in some fashion



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8. Nominations for the Award shall be submitted in a sealed envelope. The sealed envelope shall be mailed to the current Auxiliary Member of the Year Award Chairman.
9. Award nominations shall be sent to the Auxiliary Member of the Year Chairman to arrive by April 1 of each year.
10. If two (2) or more nominations are received by the Chairman, all nominations will be sent to the Auxiliary Member of the Year Award Committee Members, who are all previous recipients of this Award, for a ballot vote via USPS.
 - a. If no nominations and/or one (1) nomination is received, the Chairman shall notify the Committee. The one (1) nomination shall be sent to the committee for approval or disapproval. (See #2 of these guidelines)
11. This Award shall be presented at the Awards Ceremony at the Convention Banquet.
12. The recipient of the Award will chair the Auxiliary Member of the Year Committee until such time as another recipient is Awarded.
13. All Award recipients will be permanent members of the committee.
14. Picture and copy of the recipient write-up shall be placed into the Department Memory Book and/or Department History Book. *It **shall not** be part of this guideline packet.* And may be submitted to the National MCLA Newsletter Editor for publication.
15. These guidelines along with Names, addresses, phone numbers and email addresses of the committee shall be passed along to the next chairman. The current chairman shall add her Name, address, phone and email address to this list.
16. Additional information can be found for Auxiliary Member of the Year can be found in Chapter THREE Section 300 C of the Department of Colorado, MCLA Administrative Procedures

SAMPLE BALLOT 1

Ballot for Auxiliary Member of the Year Award

Vote for One

- Mary Doe
- Jane Doe
- Dottie Dough
- Virginia Applewoods

Return Ballot to Auxiliary MOY Chairman

SAMPLE BALLOT 2

Ballot for Auxiliary Member of the Year Award

Approval/Disapproval of Single Nominee

- Approved
- Disapproved

Return Ballot to Auxiliary MOY Chairman