

**Proposed Administrative Procedure  
For  
Detachment Level Award Selection Criteria**

The nomination criteria will be presented to the detachment at a regular monthly meeting. Members of the detachment will make nominations for all awards to the detachment Board of Trustees, here after referred to as the Board, via email with documentation backing up the selection criteria.

The Commandant will determine who compiles the “List of Nominees” (an Elected Officer or the Detachment Adjutant). The Board will review the list and make the selection based on member’s input and their own observations of the nominees. Should two or more nominees have similar qualifications, in the case of “Marine of the Year” the nominees will be presented to the membership for a vote. The Board will consider multiple nominees for the other awards. Should the Board determine that only one award will be given, the nominees would be presented to the membership for a vote.

This proposed Award selection criteria should be used for nominating a member, associate member, family member of detachment member or associate, or any non-League member as agreed to by the awards committee. The nominee should be considered for any and all activities not necessarily for regular attendance to monthly meetings.

Being an Elected or Appointed Officer of the Detachment is an honor. Those members who are elected or appointed should receive their appropriate medal and ribbon at the installation ritual. Any actions of an officer above and beyond the duties of the office held will be taken into consideration, with the exception of the Detachment Commandant. A standing Commandant will NOT be recognized/decorated while serving, if the actions for the decoration fall during his/her tenure. Once he/she vacates the position, then an award can be recommended.

A candidate for Detachment Marine of the Year must be active regular member of Detachment 1260, not necessarily an officer of the detachment. Consideration should also be given for possible nomination at the Department or National Levels.

A candidate for the Distinguished Citizenship and/or Service Award should also be an active regular member within the detachment, not necessarily an officer of the detachment. Consideration should also be given for possible nomination at the Department Level.

**Department**

Department Marine of the Year  
Department Distinguisher Citizen Award  
Department Distinguished Service Award  
Working with State Toys-For-Tots Program  
Working with State JROTC Program  
Working with State Young Marines Program  
Working with State Boy Scouts Program  
Working with State Youth Physical Fitness  
Working with State Marine for Life Program  
Working with State Wounded Marine Program  
Working with State Marine Rose Program  
Working with State VAVS Program  
Department Officer (Elected) for actions above and beyond the duties of the office held.

Department Officer (Appointed) for actions above and beyond the duties of the office held.

### **Detachment Level**

**Marine of the Year**- Selection should be based on a member who has distinguished him or herself by demonstrating by leadership and performance an **extraordinary** contribution to the detachment, community, and the Marine Corps League.

**Associate of the Year**- Selection should be based on an associate who has distinguished him or herself by working for the improvement of the detachment and the community.

### **Distinguished Citizenship (Bronze) Award**

Outstanding Service and leadership to our detachment combined with service in other areas such as:

Outstanding Service to other levels of the Marine Corps League

Outstanding Service in support of Marines, their families, or their projects

Outstanding Service to the community such as:

Little League Coach

Football Coach

Patriot Field of Flags

Rebuild Together

Habitat for Humanity

Rivers Alive Day

Civic Club member

Civic Club Officer

Charitable contributor

Make-A-Difference Day

### **Distinguished Service (Bronze)**

Outstanding Service and leadership to our detachment that is far above the norm, combined activities that support the Detachment or help to support the standing of our Detachment in the community. Outstanding Service to other levels of the Marine Corps League Outstanding Service in support of Marines, their families, or their projects Examples of involvement are:

Base Fourth of July Celebration

Loyalty Day

Memorial Day

Veterans Day

Funerals for Veterans

Nursing Home visits

Riverwalk Cleanups

Attending the welcoming home of returning Marines and Civilian-Marines from overseas assignments in a combat or hostile area. (one year or more on assignment)

Attending Base Retirements

Attending Base/LOGCOM Morning Colors

Attending Veterans Funerals

Attending GA Department Conventions

Attending Other Department Conventions

Attending SE Division Conventions

Attending National Conventions

Detachment Officer (Elected) for actions above and beyond the duties of the office held.  
Detachment Officer (Appointed) for actions above and beyond the duties of the office held.  
Department Officer (Elected) for actions above and beyond the duties of the office held.  
Department Officer (Appointed) for actions above and beyond the duties of the office held.  
Pound Officer (Elected) for actions above and beyond the duties of the office held.  
Pound Officer (Appointed) for actions above and beyond the duties of the office held.  
Pack Officer (Elected) for actions above and beyond the duties of the office held.  
Pack Officer (Appointed) for actions above and beyond the duties of the office held.  
Committee Chairperson  
Member of the MODD  
Member of Color Guard  
Member of Rifle Salute Team  
Active Detachment member  
Active committee member  
Active MODD member

**Detachment Recruiter** - The member who recruits the most new members, **with 5 being the minimum**, or reinstated members. The number of members recruited/reinstated will be given consideration for fulfilling the requirements for Department or National MCL Recruiter recognition as well.

**MCL Community Service Award** – Any member who has made a **significant** contribution, demonstrated by leadership and performance to the community. Whose personal conduct has reflected favorably on and has brought credit to the detachment such as:

Little League Coach  
Football Coach  
Patriot Field of Flags  
Rivers Alive Day  
Rebuild Together  
Habitat for Humanity  
Make-A-Difference Day  
Riverwalk Cleanups  
Civic Club member  
Civic Club Officer  
Charitable contributor  
Day Memorial Day  
Veterans Day  
Funerals for Veterans  
Nursing Home visits