

# RECOGNITION AWARDS

## RECOGNITION OF INDIVIDUAL AND ORGANIZATION SERVICE

### I. GENERAL

The AVA Recognition Awards Program honors individuals and organizations, both within and outside the AVA, for service, deeds, and accomplishments that have advanced the ideals and aspirations of volkssporting in the United States.

### II. POLICY

Awards for national service may be presented at the AVA Biennial Convention. Regional recognition awards are presented by the Regional Director at regional, state or club events. Paid employees of the AVA do not qualify for the AVA Recognition Awards Program unless they are being recognized for serving in a volunteer capacity. AVA Board Officers, Directors and Deputy Directors are not eligible for the national recognition awards while serving in those positions.

### AWARDS CRITERIA

- A. **AVA Hall of Fame Award:** The AVA may induct individuals into the AVA Hall of Fame who have given at least ten years of service to the AVA at the national, state, and local level and have made exceptional contributions to volkssporting that have affected several AVA regions. This is the AVA's highest award typically given to recognize a lifetime of service and might not be given at each convention. An individual should have previously received the Distinguished Achievement Award to be eligible for Hall of Fame. An individual can only be named to the Hall of Fame once. The award will be recognized by plaque, certificate, pin and patch.
- B. **AVA Distinguished Achievement Award:** The AVA may bestow the AVA Distinguished Achievement Award upon individuals who have given at least eight years of service to the AVA. Personal contributions must have been made at an exemplary level at several stages of service, including national level. Nominated individuals should have previously received the Meritorious Service Award. An individual is eligible to receive this award more than once for different 8 year service periods. The award will be recognized by a framed certificate, pin, and patch.
- C. **AVA Meritorious Service Award:** The Regional Director may bestow the AVA Meritorious Service award upon individuals who have given at least five years of outstanding service to the AVA. The Meritorious Service Award will be awarded by the Regional Director of the region in which the majority of service was performed. An individual is eligible to receive this award more than once for different 5 year service periods. The award will be recognized by a certificate, pin and patch.
- D. **AVA Commendable Service Award:** The Regional Director may bestow the AVA Commendable Service award upon individuals who have given significant service to the AVA. The award can be given regardless of the amount of time, before an individual is again eligible. An individual is eligible to receive this award more than once. The award will be recognized by a certificate, pin and patch.
- E. **AVA Chair's Award for Excellence:** The AVA Board Chair, at their sole discretion, may bestow the AVA Chair's Award for Excellence upon individuals, clubs or groups who, through their exemplary display of volkssporting spirit, are worthy of national recognition. The award is recognized by a plaque or other memento.
- F. **Ted Ballman Memorial Youth Award:** The AVA may bestow the Ted Ballman Memorial Youth

Award on an individual or organization inside or outside AVA who has been instrumental in the creation of AVA Youth Programs or who has worked to enhance or promote volkssporting programs for youth around the world. The award will be recognized by a plaque or other memento.

- G. **AVA Trailblazer Award**: The AVA may bestow the AVA Trailblazer Award on AVA Member Clubs that have made significant contributions to the development, maintenance or improvement of walking trails or to the support of trail related issues. The award will be recognized by a plaque or other memento.
- H. **AVA Certificate of Appreciation Award**: The Regional Director may bestow the AVA Certificate of Appreciation Award on individuals, organizations, or businesses for service to AVA on a national, regional, state or club level. The award will be recognized by a certificate.
- I. **IVV Honors**: The AVA may nominate individuals within the American Volkssport Association for services, deeds, and accomplishments concerning the international aspect of the AVA for applicable IVV Honors. Form of award is determined by IVV.

## PROCEDURE FOR NATIONAL LEVEL AWARDS

### J. Nominations

1. Any person wishing to nominate an individual or organization for a National Level AVA Award or IVV Honors must submit the nomination to the Regional Director in the region in which the nominee resides. Nominations for Hall of Fame, Distinguished Achievement, Trailblazer, and Ted Ballman Memorial Youth Awards must be on AVA Form 302 and received by November 1 of the year prior to the AVA Biennial Convention. To nominate an individual for IVV recognition, submit a detailed list of accomplishments to the Regional Director by November 1 of the year prior to the AVA biennial convention. IVV nominations approved by the Board of Directors will be submitted by the AVA Board Chair, on the appropriate IVV form, to the IVV for final approval. Nominations for all National awards, recognitions, and honors may be submitted by US Postal Service, delivery service, or internet (email) provided they are received by the applicable deadline. Late submissions subject to disqualification without consideration.
2. The Regional Director reviews nominations for completeness and adherence to citation word limits. After adding recommendation and signing form, Regional Director will forward National Level Award nomination form(s) via internet (email) to the AVA Awards and Recognition Committee Chair no later than December 1 of the year prior to the AVA Biennial Convention.
3. The AVA Awards and Recognition Committee Chair will review all nominations to determine if they are complete and then forward the information to the committee members as soon as possible after the December 1 deadline. All incomplete or unsigned forms will be returned to the respective Regional Director for correction. The Regional Director will obtain corrections from the nominator, if necessary. The Regional Director will be allowed ten calendar days to resolve the problem and resubmit to the Awards and Recognition Committee Chair. If the problem is not resolved within that time frame, the nomination will be considered withdrawn by the Regional Director.
4. The AVA Awards and Recognition Committee Chair will submit the nominations and committee recommendations to the Board of Directors at the first meeting of the Board after January 1 of the year of the AVA Biennial Convention.

### K. Selection and Presentation

1. The Awards and Recognition Committee Chair and/or the Board Liaison will present each nomination and Committee recommendation for the Board of Directors to review. Submitted nomination forms are confidential and will be presented in Executive Session.
2. The AVA Board Chair or presiding officer will moderate any discussion of each nomination.
3. The Board will vote by secret ballot on each nomination before considering other nominations.
4. Approval of the nomination will be by majority affirmative vote of the Board members present and voting. Approved nominations are forwarded by the Awards Committee Chair to AVA HQ for award preparation and convention presentation planning.
5. Nominations not approved may be downgraded, considered for a different award or referred to the Regional Director for Regional Award consideration.

The Regional Director and/or Nominator for each Hall of Fame, Trailblazer and Ted Ballman awardee will provide and/or procure photo(s) and video testimonial(s) to accompany award presentation as directed by AVA HQ and Awards Committee. Only photos are required for Distinguished Achievement awardees. Every effort should be made to provide requested photos and videos without the awardees' knowledge they will be receiving the respective awards. National Level Awards will be presented during the AVA Convention that follows approval. An alternate public presentation may be considered if AVA Convention is cancelled or rescheduled for a subsequent year.

## **PROCEDURE FOR REGIONAL AWARDS**

### **L. Nominations**

1. Regional level awards shall include the Meritorious Service, Commendable Service, and the Certificate of Appreciation Awards.
2. Any person wishing to nominate an individual or business for a regional level AVA award must submit the nomination to the Regional Director of the region in which the nominee resides, by the date designated by the Regional Director. Nominations for Meritorious Service, Commendable Service, and Certificate of Appreciation Awards must be on AVA Form 303. Nominations may be submitted by US Postal Service, delivery service, or internet (email) provided they are received by the Regional Director's designated deadline, if any.
3. The Regional Director must notify the Awards and Recognition Committee Chair of Regional Awards as well as Trailmaster Certifications presented since the last convention, no later than 120 days before the next convention to be listed in the awards in the Biennial Awards Booklet distributed at the convention. Submit Name, City and State for each awardee. Only submit citations, must be 50 words or less, for Meritorious Service awards. The official, national announcement of regional awards should be a part of the convention. The booklet may serve as the announcement. Award notifications not received by deadline will not be included in awards booklet.

### **M. Selection and Presentation**

1. The Regional Director may enlist the Deputy Director or appoint a regional awards committee to assist in review of regional level award nominations.
2. The Regional Director should consider the recommendations of the regional awards committee (if appointed) prior to approving or disapproving nominations.

3. The Regional Director will notify nominators if nominees for Region Level Awards are referred for different awards before awards are announced.
4. Where possible the Regional Director should personally award Meritorious and Commendable Service awards at an appropriate club, state or regional occasion. The Regional Director may delegate the awarding of Certificate of Appreciation Awards to State Organization or Club Presidents.

## **APPROVAL AUTHORITY FOR AWARDS**

- N. Authority to approve AVA Awards and Recognitions and IVV Honors is given to the AVA Board Chair, the Board of Directors (BOD), the Regional Directors or the IVV.
1. The AVA Board Chair is the Approval Authority for the AVA Chair's Award for Excellence.
  2. The BOD is the Approval Authority for the Hall of Fame, Distinguished Achievement, Trailblazer, and Ted Ballman Youth Awards. The BOD is also Approval Authority for IVV Honors nominations.
  3. The Regional Directors are the Approval Authorities for Meritorious Service, Commendable Service, and Certificate of Appreciation Awards.
  4. The IVV Presidium is the Approval Authority for IVV Honors.
- O. The BOD may make special presentations in addition to those established in policy.
- P. The BOD may recall any AVA Award, Special Award, or Recognition if the recipient is determined to have committed serious violations of bylaws or policy, or acts that bring discredit to the Association. IVV Honors can be recalled by the Presidium or by the Congress of Delegates for similar indiscretions.