

ROWLETT CITIZEN CORPS COUNCIL ORGANIZATIONAL POLICY

TITLE: Awards and Recognition

APPROVAL SIGNATURE:



NAME: Whitney P. Laning

TITLE: President

DATE: September 5, 2014

POLICY NO.: 14-131 (supercedes 4-108)

PROGRAM: RCCC

SECTION: Administration

PAGES: 3

1. Purpose

The RCCC is committed to recognizing and rewarding exemplary performance and/or service to our organization. This policy outlines our types of awards, eligibility, methods of selecting recipients, and award style.

2. Application

This policy shall be applicable to the RCCC and its Affiliated Programs in their entirety. All members shall comply with the provisions of this policy.

3. Authority

The RCCC Board of Directors shall have final authority over any award or recognition sponsored by the RCCC or an Affiliated Program, for a member or person outside the RCCC. The Board of Directors reserves the right to limit, approve and specify all awards and recognition representing the RCCC organization.

4. Award Types

4.1. RCCC Awards

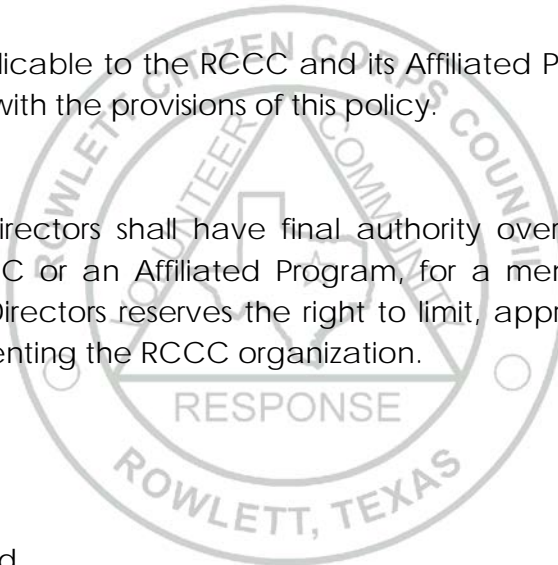
- 4.1.1. Pioneer Award
- 4.1.2. RCCC Volunteer of the Year
- 4.1.3. J. Scott Hart Spirit Award
- 4.1.4. President's Award

4.2. Program Awards

- 4.2.1. Volunteer of the Year
- 4.2.2. Excellence Award
- 4.2.3. Service Awards

4.3. Other Awards

Other awards may be presented from time to time under the discretion of the RCCC Board of Directors or their designee. These awards may or may not be applicable to this policy.



5. Award Definition

5.1. Pioneer Award

The Pioneer Award is reserved for those who forge a new path in program administration, operations or management in service of Rowlett's Citizen Corps programs. It is the highest and most prestigious honor awarded by the RCCC. The Pioneer Award, unlike other awards, requires approval of the RCCC Board of Directors.

5.2. RCCC Volunteer of the Year

The purpose of the RCCC Volunteer of the Year award is to recognize the highest form of dedication, commitment and service to the RCCC during the calendar year. The RCCC VOTY award is at a high level of award recognition by the RCCC, and by nature must be awarded at least annually.

5.3. J. Scott Hart Spirit Award

Recognizing those who give freely of their time, talent and treasure to make the organization's goal a successful one. This award is named after J. Scott Hart, an exemplary example of volunteer spirit and dedication who serves as a role model for members, young and old alike. This award is at a high level of award recognition by the RCCC, and by nature should be awarded at least annually

5.4. President's Award

The purpose of the President's Award is to recognize outstanding support and service to the RCCC President. There is no limit to number of awards or time frame for presentation for this award. However, care should be taken not to over use this award thus diluting its' perceived value.

5.5. Program Volunteer of the Year

The purpose of the program Volunteer of the Year award is to recognize the highest form of dedication, commitment and service to an Affiliated Program during the calendar year. The VOTY award is at the highest level of award recognition by each Affiliated Program, and by nature be awarded at least annually.

5.6. Excellence Award

The purpose of the Excellence Award is to recognize outstanding service, dedication and commitment to an Affiliated Program. There is no limit to the number of awards or time frame for presentation. However, care should be taken not to over use this award thus diluting its' value.

5.7. Service Awards

From time to time specific awards for training, service, or other duties may be given to deserving candidates at the discretion of the Program Director. These awards may include medals, ribbons and commendations commonly used by military groups and fraternal organizations. This category of award may be presented outside the normal Awards Banquet as determined by the Program Director.

6. Eligibility

- 6.1. All members who have completed the six-month probationary period, and have been deemed as being in good standing (RCCC Bylaws, Article III), are eligible to receive awards.
- 6.2. On occasion, a person outside of the RCCC may be eligible to receive an award for outstanding service to the RCCC.
- 6.3. The RCCC Board of Directors reserves the right to refuse, amend or suggest any nomination for an award at any level.

7. Nomination and Selection

- 7.1. The RCCC Board shall in March of each year authorize an Awards Committee that shall have the duty of soliciting nominations for awards, and selecting award recipients.
- 7.2. The Awards Committee shall meet as necessary to conduct business and reach decisions by consensus.
- 7.3. The chairman of the Awards Committee shall be a member of the RCCC Board of Directors and ensure compliance with this policy.
- 7.4. Nominations shall be solicited as appropriate as requested by the RCCC Board or Awards Committee.
- 7.5. Presentation, format and design for each award shall be determined by the Awards Committee with guidance when necessary from the RCCC Board.
- 7.6. Awards should be appropriate to the value, recognition and honor that each category holds.
- 7.7. Award decisions shall be embargoed until released at the Annual Awards and Recognition Banquet. The Banquet Committee shall be privy to all award decisions so that appropriate presentations can be developed.

8. Record Keeping

- 8.1. The RCCC shall maintain a permanent record of all award recipients.