



THE AMERICAN LEGION DEPARTMENT OF IOWA LAW ENFORCEMENT OFFICER OF THE YEAR

Scope: The Preamble of the Constitution of The American Legion includes as one of its objectives... "to maintain Law and Order". As concerned citizens and veterans, Legionnaires have always fostered a strong sense of law and order and have upheld the protection of American citizens and the American way of life. They have always held law enforcement agencies in the highest regard

Purpose: The purpose of The American Legion Law Enforcement Officer of the Year Award is to honor a well-rounded Law Enforcement Officer who has exceeded, above and beyond, the duty requirements expected of his/her position and has demonstrated a distinct pattern of community service coupled with professional achievement. Episodes of heroism will, of course, also be included where noted.

Award Designation: The American Legion Law Enforcement Officer of the Year Award will be presented annually at the Department Convention or other suitable American Legion setting, as appropriate. The Post which submits the winning nominee will be notified by The American Legion as expeditiously as possible. The Department winner will receive:

1. \$100 toward expenses to attend the Department Convention
2. Law Enforcement Officer of the Year Plaque
3. Letter of Commendation signed by the Department Commander and Department Adjutant of The American Legion, Department of Iowa

Department winner will be submitted for The American Legion National Law Enforcement Officer of the Year

Guidelines for Posts: The Post should submit its nominee's application to The American Legion of Iowa. Applications are to be received not later than November 30 in order to allow adequate judging and notification time prior to the Department Convention and for submission for the National award. Nominations received on November 30, will be judged for presentation at the following Department Convention and National Convention. For example, nominations received on November 30, 2014 will be judged for presentation at the 2015 Department Convention and 2015 National Convention. A Post may submit only one nominee per year and their nominee must not have been the previous year Department award winner.

Eligibility Criteria: To be eligible for consideration, nominees must meet the following criteria:

1. Be a citizen of the United States.
2. Be a living, active, full-time and paid, sworn law enforcement officer entrusted with full authority and the powers of arrest.
3. Consideration for a posthumous award will be acceptable only if the nominee's death has occurred after the Post's selection.
4. Be assigned to, or fully recognized by, Municipal (City), County, District or State Police (e.g. University Police, etc.) or Highway Patrol, Sheriff's office, or as a sworn Federal law enforcement officer (e.g., FBI or Secret Service Agent, United States Federal Marshal, National Park Police, Capital Police, etc.).
5. Nominees are not required to be veterans or members of The American Legion.
6. Nominees must reside and be assigned or attached for duty in the State of Iowa.

7. Nominees selected for this award should be available to receive this award at The American Legion Department and/or National Convention.
8. If the winning officer is a uniformed officer, then he/she is requested to appear in full uniform at the Department and/or National Convention at the time of presentation. Non-uniformed winners would be expected to appear in appropriate business attire.
9. Military police officers or investigators are eligible for participation in this award provided they are state law enforcement certified.

Application Packet: Only one copy of the department application packet needs to be submitted to The American Legion of Iowa, Attn: Law Enforcement Officer of the Year, 720 Lyon Street, Des Moines, IA 50309. Application packet for the nominee should include:

1. Application form - Complete the attached application form and use it as the cover page of the application. This cover page shall not count as part of the maximum 18 pages of service documentation.
2. Photograph - 5" x 7" official photograph of the nominee.
3. Service Narrative and Supporting Documentation:
 - a. A maximum of 18 one-sided pages 8½" x 11" bond paper of service documentation. The first six or seven pages should contain the individual's service narrative. The additional pages may include supporting citations and other documentation to include press articles.
 - b. The law enforcement officer must be recommended by his/her Commanding Officer or Supervisor for this award. The commanding officer or supervisor should also state that the law enforcement officer, if selected for this award, will be available for its presentation at the Department and/or National Convention.
 - c. Specific acts of community service, heroism and meritorious performance recognized by his/her law enforcement agency should be included and documented.
 - d. Community Service - Outstanding service to the community, state or nation by the officer, in both on-duty and off-duty activities, should be explained for the past year and may include previous years. Cite, for example, awards and/or supporting letters from city or county commissioners, letters from state officials, and letters from The American Legion department or posts, or from citizens attesting to and commending the officer for his/her community service contributions.
 - e. Citations for community service, heroism and meritorious performance of duty should be explained for the past year and may include previous years. Include citations and any supporting letters from the officer's chain of command as well as other documentation from city, county, state authorities and American Legion officials, citizens or civic groups as further evidence of community service, heroic and meritorious performance of duty by the officer.
 - f. Include a copy of the nominee's state or federal certification as a law enforcement officer as well as copies of pertinent training and education certificates as appropriate.

Judging Guidelines: Judging guidelines at the Department and National levels will be based on the following criteria, and maximum percentage points will be allocated as follows:

Community Service.....	35 points
Professional Career	40 points
Heroism	20 points
Letters of Recognition, news clippings, and other substantiating documentation	5 points



THE AMERICAN LEGION DEPARTMENT OF IOWA LAW ENFORCEMENT OFFICER OF THE YEAR

Date: _____ Sex: Male Female

Name: _____

Home Address: _____

City, ST Zip _____

Phone: _____

Age _____ Marital Status: _____ Spouse's Name: _____

Length of Service as Law Enforcement Officer: _____

Agency Name: _____

Agency Director: _____ Title: _____

Nominee's Supervisor: _____ Title: _____

Agency Address: _____

City, ST Zip: _____

Agency Phone: _____

Post Submitting Nomination: _____

Post Contact Name: _____

Post Contact Address: _____

Post Contact City, ST Zip: _____

Post Contact Phone: _____

Post Commander Name: _____

Post Commander Signature: _____

Post Adjutant Name: _____

Post Adjutant Signature: _____

All nominations must arrive by **November 30**. Submit one copy of your application packet conforming to all instructions. Failure to use this form may result in the DISQUALIFICATION of your nominee. It should be placed as the COVER SHEET for your packet of materials supporting your candidate. Mail completed application to:

The American Legion of Iowa
Law Enforcement Officer of the Year
720 Lyon Street
Des Moines, IA 50309