

# Region I Awards Policy

As adopted December 30, 2012 at the Regional Conference in Syracuse, NY  
and as amended at the 2014 National Convention in Chicago, IL

- I. Region I shall have the following awards:
  - A. Region I Distinguished Service Key - A key hung from a red ribbon, engraved with the name of the recipient and the date of the presentation, awarded to a Brother for exemplifying the cardinal principles of Alpha Phi Omega and unselfishly providing exceptional service to the Region over a sustained period of time. This shall be the highest award the Region may present. No recipient of this award may receive it a second time.
  - B. Robert Hilliard Award of Dedication - Awarded to Brother who demonstrates commitment to all three cardinal principles of Leadership, Friendship and Service at a Regional or National level, who encourages leadership development, service opportunities and brotherhood bonding in intra-chapter and/or inter-chapter settings through attendance and support of other chapters' events and inter-chapter activities.
  - C. Region I Leadership Award - Awarded to a chapter in Region I whose chapter program has exemplified the cardinal principle of Leadership.
  - D. Region I Fellowship Award - Awarded to a chapter in Region I whose chapter program has exemplified the cardinal principle of Friendship.
  - E. Region I Service Award - Awarded to a chapter in Region I whose chapter program has exemplified the cardinal principle of Service.
  - F. Region I Scouting & Youth Services Award – Awarded to a chapter in Region I who has shown outstanding involvement with a scouting and/or youth services organization.
  - G. Outstanding Volunteer Staff Member Award - Awarded to a non-active volunteer who serves the Fraternity by serving either as a member of sectional volunteer staff and/or regional volunteer staff who has provided exceptional service in their volunteer role.
  - H. Region I Certificate of Appreciation - A certificate awarded entirely at the discretion of the Region Director for any reason and at any time.
  - I. Conference Awards - A certificate, trophy, or other recognition awarded entirely at the discretion of the Region Director and the host chapter or chapters of the conference for reasons related to the conference.
- II. Eligibility

Unless stated otherwise for a specific award, any chapter or brother of Alpha Phi Omega with a connection to the Region shall be eligible for any of the awards, provided they meet the criteria for the award in question, with the exceptions that the Region Director and Region Awards Chairman shall be ineligible to receive any Region award during their term of office.
- III. Frequency

Region awards may be given at any regional conference or national convention.

IV. Number of awards

Unless stated otherwise for a specific award, there shall neither be a limit to the number of awards given at a conference nor a requirement that every award be presented at every conference.

V. Nominations

Nominations shall be required for all awards except the Region I Certificate of Appreciation and Conference Awards. Nominations shall be due to the Region Awards Chairman no later than 2 weeks before the conference or convention at which they will be considered. The nomination should contain all of the reasons and supporting information concerning why the proposed recipient is being nominated for the award. Nominations may be submitted by any person or chapter, so long as the nominee is eligible for the award. Contact information for the submitter of the nomination should be provided in case any clarification is needed.

Mult-media application submission methods will be allowed. These methods include audio-visual presentations and narrated slide shows. These methods must meet the requirements for written applications in place at the time of submission, including but not limited to:

- 1) Must answer all questions required on the application for the award
- 2) Must meet the application standards for that award
- 3) Must be no longer than 10 minutes in length for narrated slide shows, or no longer than 15 minutes for videos.

VI. Region Awards Committee

- A. At the conference where the awards are proposed to be presented, the Region Awards Chairman shall convene a meeting of the Region Awards Committee, to be comprised of a single voting delegate from each chapter from the Region in attendance at the conference. The Region Awards Chairman shall preside at the meeting, but shall not be a voting member of the committee. If the Region Awards Chairman is unable to do so personally, the Regional Director may appoint another individual as an Interim Region Awards Chairman to have all of the rights, duties, and obligations of the Region Awards Chairman for the duration of the conference.
- B. Copies of the nominations shall be distributed to all members of the committee at the beginning of the meeting. Where feasible, the committee should consider nominees for awards based only on the factual information contained in the nominations. If the Region Awards Chairman does not believe this to be feasible, they may provide more information at their sole discretion.
- C. The committee will discuss the merits of each nomination in an orderly and brotherly fashion. After discussion, a vote by secret ballot will be taken and the votes will be counted by the Region Awards Chairman and the Regional Director. If a member of the committee or his or her chapter has been nominated for an award, they shall reclude themselves during the discussion and voting for that award.
- D. In the case of the Distinguished Service Key, a 3/4 vote of the committee shall be required to present the award. In all other cases, a majority vote of the committee shall be required to present the award, unless the award specifies some other criteria.

- E. The committee shall have the authority to consider a nominee for a lesser award than that for which they were nominated, but shall not have the authority to consider an individual or chapter for which no nomination was submitted for any award unless the award does not require a nomination.
- F. All deliberations of the Region Awards Committee shall be secret, and only the members of the committee, the Region Awards Chairman, and the Regional Director may be present for the meeting. The only results of the meeting to be preserved shall be the list of individuals receiving awards and any rationale or citation that the committee wishes to include to aid in the presentation of the award. All other information, including lists of those nominated for but not receiving awards, shall be destroyed. The names of the recipients shall not be divulged until the presentation of the awards.

VII. Expenses

All expenses related to the presentation of awards shall be borne by the Region I treasury. At the discretion of the Regional Director, the Regional Director may ask the various sections to contribute an equal amount of money to reimburse the Region I treasury for the expense of the awards.

VIII. Presentation

If it is feasible to do so, the Region Awards Chairman shall have the awards in a suitable form to be presented prior to the closing of the conference. If this is not feasible, then a letter or certificate may be presented instead, with the actual award being presented later at a time and place mutually convenient for the recipient and the presenter.

IX. Modification of Policy

The Regional Awards committee may recommend to the Region the addition, subtraction or modification of any regional awards or this policy. The Region shall approve these recommendations by a majority vote at any Region business meeting, whether at a regional conference or national convention. The change shall take effect at the conclusion of the conference or convention.