

## **U.S. Army War College Outstanding Alum Award Program**

- **Purpose:** This memorandum establishes the award and provides the requirements, policy guidance, and procedures for the recognition of U.S. Army War College graduates as "Outstanding Alum, U.S. Army War College."
  
- **General:** This program is managed by the Army War College Foundation, Inc. The "Outstanding Alum Award" is established to provide a prestigious and visible means of honoring U.S. Army War College graduates who distinguished themselves through outstanding achievement to their community or country.
  
- **Eligibility:** To be eligible for designation as "Outstanding Alum, U.S. Army War College," individuals must:
  1. Be a graduate of the U.S. Army War College from either the Resident, Non-Resident or Fellows program.
  2. Be retired for a minimum of one year from the government service that was the source of attendance at the U.S. Army War College.
  3. Have through their performance of duty and personal conduct, demonstrated a positive role model for others to follow, in addition to making exceptional contributions in the service of their community.
  
- **Nomination and Selection Procedure:**
  1. Any U.S. Army War College Foundation member in good standing may nominate any U.S. Army War College graduate for designation as an "Outstanding Alum, U.S. Army War College." Nominations will be submitted in writing and will contain documentation of the individual's contributions and justification as to why the individual should be so honored.
  2. Nominations should be addressed to the Army War College Foundation, and mailed to 122 Forbes Ave., Carlisle, PA 17013-5248. Nominations may also be sent via email to [alumni@usawc.org](mailto:alumni@usawc.org) with appropriate attachments.
  3. Nominations will be forwarded to the Alumni Affairs Committee of the Army War College Foundation Board of Trustees in person or via email. The Alumni Affairs Committee will review the nominations and make recommendations to the full Board of Trustees for final action.
  
- **Notification:**
  1. Individuals approved for designation as "Outstanding Alum, U.S. Army War College" will be notified of their selection by official correspondence from the President of the Board.
  2. The CEO of the Foundation will schedule an appropriate ceremony.
  3. The Foundation will reimburse the recipient for round-trip travel expenses incurred from place of residence to Carlisle or other approved location for receipt

of the award. Lodging and meal costs incurred during the travel are not reimbursable. However, meal costs at the award event for the awardee and one guest will be paid by the Foundation.

4. Privileges and Responsibilities: The designation "Outstanding Alum, U.S. Army War College" is primarily honorific and involves no increases in retirement annuity or other remuneration. Recognition of outstanding status includes:
  - Invitations to special Foundation and Alumni Affairs events.
  - Featured in a separate article of the *Foundation and Alumni News*.
  - Notification to local newspapers of the selection for the award.
  - Name and photo included in the Outstanding Alum digital display in Root Hall at the College.
  - Presented with a certificate attesting to selection for this honor.
  - An individual designated as "Outstanding Alum, U.S. Army War College" is authorized to use the title and privileges indefinitely.
  
5. Revocation: The title and privileges may be revoked upon recommendation of the Board of Trustees and approval of the President of the Board for conduct or actions no longer reflecting the high standards of integrity and ethical conduct appropriate for an outstanding, retired, graduate of the U.S. Army War College.

### **General Nomination Format (modify as appropriate)**

**Name of Individual Nominated:**

Address:

Phone:

War College Class Year:

Year Retired from Active Military/Federal Service:

**Narrative:**

**Nominated by:**

Address:

Phone:

( ) Check here if you want your identity as nominator kept confidential.