



UNICO AWARDS GUIDELINES

THE AMERICANISM AWARD

1. ELIGIBILITY / QUALIFICATIONS

ANY INDIVIDUAL WHO HAS DONE ONE OR MORE OF THE FOLLOWING QUALIFICATIONS

For carrying the torch of freedom that our forefathers handed down to us, so that freedom shall always remain in our hearts.

For fostering professional achievement in the arts and sciences to benefit humanity

For protecting and advocating high cultural standards and maintaining our rich Italian heritage and family dignity

2. PROCEDURE – SUBMISSION OF A CANDIDATE

The procedure of submission of a candidate shall be:

- i. Any Chapter can submit a resume accompanied by a letter signed by that Chapter's President and Secretary;
- ii. The Americanism Committee is allowed to submit a qualified candidate.
- iii. The deadline for submission of candidates required candidate information must be received by the National Office for the Americanism Award by February 1st of each calendar year. In the event February 1st falls on a weekend, the deadline will be the following Monday.
- iv. The resume ORIGINAL PLUS ONE (1) COPIES shall be submitted to the Committee Chairman through the National Office, along with one digital photo (8"x10") for use in the Ad Journal if candidate is selected.

All award applications will consist of one digital nomination, a digital nomination letter, any letters of recommendation and a digital photo of the nominee from the sponsoring Chapter and signed by that Chapter's President and Secretary. Those items will be emailed to the National Office and to the Chair of the judging committee. It will be that Chairperson's responsibility to distribute all the required documents and information to all the members of the judging committee via email. The sponsoring Chapter of the nominee will be responsible to verify the receipt of their nomination with the National Office and the Chairperson of the Award committee.

COMMITTEE CHAIRPERSON'S RESPONSIBILITIES – It will be the responsibility of the Chairperson of any committee which requires an Ad Journal write up or brochure for an award ceremony to complete and submit the item(s). The Chairperson will supply a suitable write up and a digital photo of the awardee to the Ad Journal Committee Chair for publication in the upcoming Journal.

- v. Only the endorsement letter from the chapter will be considered.

3. SPECIFIC DIRECTIONS & FORMAT

The resume shall not exceed eight (8) pages and shall contain the following:

PAGE 1

- Should be a letter of nomination by the submitting Chapter President and Secretary on official Chapter letterhead.

PAGE 2

- Should be a short biographical sketch of nominee, and his / her activities outside UNICO National; not exceeding eight (8) pages.

PAGES 3-8

- Should contain a recitation of the candidate's accomplishments that qualifies the individual for the Americanism Award.

Attach any endorsements from other Chapters or Districts, not to exceed three (3). (It does not disqualify candidate if there are none).

4. COMMITTEE DESCRIPTION

The Americanism Award Committee shall consist of nine (9) members of UNICO National, including the chairperson, who have been active members for at least five (5) years and have participated at the national level by attendance at conventions and board meetings;

Each member of the Americanism Award Committee shall be appointed by the National President;

If possible, at least 2 representatives from each region should be appointed, when two (2) representatives are available and qualified. In no case can there be more than 2 committee members from 1 District or Chapter.

Acceptance of appointment to the committee carries an obligation to attend the committee meetings. Committee member's attendance shall be verified by the Committee Chairperson in advance of the judging meeting, thus allowing time for a qualified replacement be appointment by the National President.

5. PROCEDURE – ELECTION OF A CANDIDATE

The Award Committee shall elect an awardee at the Mid-Year Board of Directors' Meeting at the award committee meeting in the following manner:

- i) The ballot for the election shall include the entire slate of qualified nominees
- ii) Each Committee member must cast a secret ballot by clearly designating three separate choices, naming one his/her first choice, another his/her second choice and another his/her third choice. However, a committee member may abstain from voting altogether. (A committee member cannot vote for just one candidate; they have to vote for all or none.)
- iii) Each nominee shall be awarded three points for each first-choice designation on each ballot, two points for each second-choice designation, and one point for each third-choice designation.
- iv) The committee shall make the award to only that candidate who has received a total of twenty-three (23) points.
- v) The results shall be announced to the members of the committee after each ballot has been tabulated.
- vi) If no candidate shall have received a sufficient number of election points to receive the award on the first ballot, the slate shall be reduced to the three candidates with the highest vote totals and another ballot taken in the same manner as set forth above.
- vii) Two additional ballots may be cast with the slate restricted to the three highest candidates on both ballots.
- viii) In the event of a tie, where two candidates receive equal amount of required points, the committee shall have the power to break said tie by giving the award to the candidate receiving the greatest number of first place votes.
- ix) If the tie is not broken after the third ballot no additional ballots may be taken.
- x) It is not mandatory that a recipient is named every year, even if there are candidates.

Immediately upon selection of a winning candidate, the Chair of the Committee shall report a decision to the National President and the Board of Directors.

6) AWARD PRESENTATION

- The award will be presented to the awardee in accordance with the guidelines set forth by the Convention Advisory Committee.
- The award shall consist of the award plaque/certificate, an award ribbon held medal and the accompanying lapel pin,