



**UNICO AWARD GUIDELINES PERTAINING TO THE
ANTHONY FORNELLI AMERICAN WAR VETERAN AWARD**

1. ELIGIBILITY / QUALIFICATIONS

- An Award created by UNICO National to recognize the contributions of Italian Americans in the Military Service of our Country. The Award will be given annually to an individual who has been in combat while serving in the United States Military.
- The Award is established in appreciation of the contributions Of UNICO Past National President Anthony J. Fornelli who founded the Italian American Veteran’s Museum and Library at Stone Park, Illinois
- The annual award will be given to an Italian American veteran whose deeds on behalf of our Nation’s war effort has demonstrated a willingness to perform above and beyond the call of duty.
- Acts of valor that have resulted in Military Decorations should be noted and considered for the purpose of this award.
- The candidate must be vetted and appropriate documentation must be submitted along with the application before the applicant can be considered as the committee’s selection.
- This award may not be awarded posthumously, therefore the awardee shall confirm their attendance at the award ceremony at that year’s National Convention at the time of application.
- The Award shall consist of the presentation of a Distinguished Service Plaque/ Certificate to the Awardee and a One Thousand Dollar donation annually to the Italian American Veteran’s Museum founded by Anthony J. Fornelli.
- A separate plaque shall be prominently displayed in a designated section of the Museum to be displayed in honor of each recipient of this award upon approval of the museum spokesperson.

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 the Chapter President and Secretary;
- ii. The Americanism Committee is allowed to submit a qualified candidate.
- iii. The deadline for submission of candidates for the Americanism Award is February 1st of each calendar year. In the event February 1st falls on a weekend, the deadline will be the following Monday.
- iv. All award applications will consist of one digital application, a digital nomination letter

and 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 also 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 application with the National Office and the Chairperson of the Award committee.

- v. The Office of UNICO National shall retain all submitted resumes for a period of two (2) years in the event a chapter would like to re-submit a candidate.
- vi. Chapters desiring to re-submit a candidate for this award may do so by forwarding a letter of intent accompanied by any updated information to the Committee Chairman by February 1st of the following year.
- vii. 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.

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 (does not disqualify candidate if there are none).

4. COMMITTEE DESCRIPTION

The Fornelli 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 two (2) representatives from each region should be appointed. In no case can there be more than two (2) committee members from one (1) District or Chapter.

Acceptance of appointment to the committee carries an obligation to attend the committee meetings.

5. PROCEDURE – ELECTION OF A CANDIDATE

The Award Committee shall select an awardee 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. (In other words 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.

6. JUDGING OF CANDIDATES AND THE AWARD PRESENTATION

- As stated above, all applications must be received by the Chairperson through the National Office by February 1st of each calendar year in order to leave sufficient preparation time prior to the committee's judging meeting.
- The judging for the Anthony J. Fornelli American War Veteran Award will take place each year at a committee meeting at the annual UNICO Mid-Year Board Meeting.
- The winning candidates' names will be submitted to the National President and the

Board of Directors and announced during the annual Mid-Year Board Meeting by the Committee Chairperson.

The Anthony J. Fornelli Italian American War Veteran Award will be presented to the awardee at a location and time in accordance with the guidelines set forth by the Convention Advisory Committee

The award shall consist of the award plaque/certificate.

Revised 1/2022