



**MISSISSIPPI NATIONAL GUARD  
NONCOMMISSIONED OFFICERS  
ASSOCIATION  
AWARDS PROGRAM**

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NONCOMMISSIONED OFFICERS ASSOCIATION  
AWARDS PROGRAM**

**PURPOSE:**

a. To recognize individuals, association, and local chapters, who by superior performance or by service of a meritorious nature, make a major contribution to the well-being of the Mississippi National Guard Noncommissioned Officers Association and the effectiveness of the Mississippi National Guard.

b. To further the goals of the Mississippi National Guard Noncommissioned Officers Association in its efforts to promote the welfare and professionalism of all enlisted members of the National Guard through recognition of special individuals and associations.

**CATEGORIES:**

There are two general categories of awards – those made to individuals and those made to groups. Those eligible recipients for each category are clearly stated under each award. Qualifications and procedures for each category and award are listed separately with the award.

**RESPONSIBILITY:**

Awards made by the Awards Program will be presented on behalf of the Mississippi National Guard Noncommissioned Officers Association membership-at-large. The presentations usually will be made by the President of the Association at the annual meeting of the Association, or at a suitable alternative occasion as determined by the Mississippi National Guard Noncommissioned Officers Association President. If the President is not available, a suitable alternate may be designated, such as another officer of the Association, Committee Chairperson or member representing the Association.

The Chairperson on Awards is appointed by the President and approved by the Board of Directors. The committee is then selected by the Chairperson in accordance with the Constitution and By-Laws of the Mississippi National Guard Noncommissioned Officers Association. They shall be responsible for reviewing the Awards Program for adequacy and administrative effectiveness and make such recommendations to the Board of Directors as it shall deem desirable. They will also review all duties relating to the Awards Program, working under the general supervision of the appointed Chairperson. This includes ensuring that a permanent record of all recipients is kept on file by the Secretary of the Mississippi National Guard Noncommissioned Officers Association. This will include all other awards and items of appreciation distributed on behalf of the Mississippi National Guard Noncommissioned Officers Association.

The Board of Directors of the Mississippi National Guard Noncommissioned Officers Association shall be responsible for advertising/promoting all categories of awards listed in the Awards Program. This will be accomplished by work-of-mouth, articles in the Magnolia NONCOM, and all other Mississippi National Guard publications, thus ensuring that all potential recipients are justly considered.

**FUNDING:**

Awards, certificates, and the general operations of the Awards Committee will be budgeted each year by the Mississippi National Guard Noncommissioned Officers Association President and approved by the Board of Directors. The Awards budget will be taken from the general operating budget.

## **MERITORIOUS SERVICE AWARD**

Guidelines governing the Meritorious Award are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide means of recognition to any Enlisted Soldier or individual who has distinguished himself/herself with an exceptionally meritorious service or act to their fellow man.

**ELIGIBILITY:** Any member or former member of the Mississippi National Guard or any individual who meets the criteria below.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the meritorious service or act signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. An individual must have distinguished himself/herself with an exceptionally meritorious service or act to another individual, group, or their country.

b. A single act may merit this award.

### **NOMINATING AND SELECTION PROCEDURES:**

a. Any member of the Mississippi National Guard Noncommissioned Officers Association may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations can be submitted at any time during the membership year (1 January – 31 December), but in order for the award to be presented at any specific event, it must be submitted a minimum of 30 days prior to such an event.

c. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President. A clear and detailed description for meritorious service or act should accompany the nomination.

## **PRESIDENT'S AWARD**

Guidelines governing the President's Award are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide means of recognition to any individual or group who distinguishes themselves with an outstanding contribution or act to the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any individual or group who meets the criteria below.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the contribution or act to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. An individual must have contributed exceptional service to the Mississippi National Guard Noncommissioned Officers Association.

b. Although a single accomplishment may be deemed a qualification for this award, particular consideration should be given to those individuals who have contributed exceptional service of a sustained nature.

### **NOMINATING AND SELECTION PROCEDURES:**

a. Nominations may be made through the Awards Committee to the President as a recommendation only. At the direction of the president, the Awards committee Chairman is authorized to prepare the award for presentation. Any member of the Mississippi National Guard Noncommissioned Officers Association may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. The President's Award is prepared at the will and pleasure of the President. While more than one award may be presented during a calendar year, there is no requirement of the President to present such an award.

## **CERTIFICATE OF ACHIEVEMENT**

Guidelines governing the Certificate of Achievement are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide the President a means of expressing to any individual/group appreciation for exceptional performance whereby the Mississippi National Guard Noncommissioned Officers Association has benefited.

**ELIGIBILITY:** Any individual or group who meets the criteria below.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the exceptional performance to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. An individual, group, or organization must have achieved an outstanding deed or accomplishment whereby the Association has benefited.

b. Any individual, group, or organization whom the President and Board of Directors deems worthy as a result of support of, involvement with, or service in the Mississippi National Guard Noncommissioned Officers Association or the Mississippi National Guard.

### **NOMINATING AND SELECTION PROCEDURES:**

a. Nominations may be made by any member of the Mississippi National Guard Noncommissioned Officers Association and selection will be made by the President and Board of Directors of the Mississippi National Guard Noncommissioned Officers Association. Any Association member may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President and Board. A clear and detailed statement should accompany the nomination.

## **CERTIFICATE OF APPRECIATION**

Guidelines governing the Certificate of Appreciation are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide the President a means of expressing to any individual, his/her appreciation for service to the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any member of the National Guard of the United States, or the Mississippi National Guard Noncommissioned Officers Association, or any individual who meets the criteria below.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the outstanding service to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. An individual who is involved with the Mississippi National Guard Noncommissioned Officers Association, the Mississippi National Guard, or anyone selected by the President for Recognition or Appreciation.

b. Any group whom the President deems worthy as a result of support of, involvement with, or service in the Mississippi National Guard Noncommissioned Officers Association or the Mississippi National Guard.

### **NOMINATING AND SELECTION PROCEDURES:**

a. Nominations may be made by any member of the Mississippi National Guard Noncommissioned Officers Association and selection will be made by the President of the Mississippi National Guard Noncommissioned Officers Association. Any Association member may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Consideration should be given to the number of certificates presented in a calendar year so as not to devalue the prestige of this award.

c. All nominations shall be presented to the Awards Committee for preparation and recording.

## **CERTIFICATE FOR GOOD AND FAITHFUL SERVICE**

Guidelines governing the Certificate for Good and Faithful Service are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide a means of recognition to a member of this Association or it's Auxiliary for good and faithful service which was accomplished on behalf of the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any individual or group who meets the criteria below.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the exceptional service to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. An individual or group must have contributed Good and Faithful service to the Mississippi National Guard Noncommissioned Officers Association.

b. Although a single accomplishment may be deemed as qualification for this award, particular consideration should be given to those who have contributed Good and Faithful service in a sustained nature.

### **NOMINATING AND SELECTION PROCEDURES:**

a. Any Association member may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations can be submitted at any time during the membership year, but in order for the award to be presented at any specific event, it must be submitted a minimum of 30 days prior to such an event.

c. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President. A clear and detailed statement should accompany the nomination.

## TRAVELING “NCO OF THE YEAR” AWARD

Guidelines governing the Traveling “NCO OF THE YEAR” Award are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide a means of recognition to any NCO who has contributed and been recognized as the “OUTSTANDING SUPPORTER” of the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any member or former member of the Mississippi National Guard Noncommissioned Officers Association.

### DESCRIPTION:

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of the outstanding support to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### CRITERIA:

a. An individual must have distinguished himself/herself as particularly outstanding in service to the Mississippi National Guard Noncommissioned Officer Association.

b. Superior performance of normal duty will not alone justify this award. An individual must have offered exceptionally outstanding contributions over an extended period of time to clearly merit this award.

### NOMINATING AND SELECTION PROCEDURES:

a. Any Association member may nominate an individual to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations will be submitted to the Awards Chairperson on or before 15 February each year for actions occurring during the previous year.

c. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President. A clear and detailed statement should accompany the nomination. **Only one award may be given in a single calendar year.**

## OUTSTANDING LOCAL CHAPTER AWARD

Guidelines governing the outstanding Local Chapter Award are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To recognize a Local Chapter's outstanding support accomplished on behalf of the Mississippi National Guard Noncommissioned Officers Association or the National Guard of Mississippi.

**ELIGIBILITY:** Any Local Chapter of the Mississippi National Guard Noncommissioned Officers Association that meets the criteria stated below.

### DESCRIPTION:

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. All recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of their support to the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### CRITERIA:

a. A Local Chapter must have accomplished outstanding support to it's community on behalf of the Mississippi Noncommissioned Officers Association and/or to the Association itself.

b. Outstanding support performed by the Local Chapter must have been such as to clearly identify the Local Chapter as having a key role in the support of the Mississippi Noncommissioned Officers Association and/or it's community.

c. Although a single accomplishment may be deemed as qualification for this award (if it is sufficient significance), particular consideration should be given to those Local Chapters who have supported the Mississippi National Guard Noncommissioned Officers Association and/or community on a sustained basis.

### NOMINATING AND SELECTION PROCEDURES:

a. Any Association member may nominate a chapter to receive this award by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations will be submitted to the Awards Chairperson on or before 15 February each year for actions occurring during the previous year.

c. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President. A clear and detailed statement should accompany the nomination. **One Award may be to each service (Army and Air).**

## **100% MEMBERSHIP CERTIFICATE**

Guidelines governing the 100% Membership Certificate are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To recognize units who, by superior participation, have acquired 100% membership in the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any unit, Army or Air, in the Mississippi National Guard.

**DESCRIPTION:** The certificate shall measure 8 ½ x 11 inches, and reflect 100% membership by the unit. The certificate shall be signed by the Association President.

**CRITERIA:** Unit must have distinguished itself by 100% enlisted member enrollment in the Mississippi National Guard Noncommissioned Officers Association at some point during the period 1 January through 31 December.

### **NOMINATING AND SELECTION PROCEDURES:**

a. The First Sergeant or other responsible individual of each unit of the Mississippi Army and Air National Guard will certify on the computer printout sheet or the MSNGNCO Form #5 as to whether his/her unit is 100% in membership. The Executive Director and the Secretary shall have the responsibility of recording this information. The Secretary shall make a report to the General Membership at the Annual Conference each year as to which units have 100% membership at that time.

b. A final report of all 100% membership units shall be furnished the Awards Committee Chairperson at the end of each fiscal year so that a complete record of 100% units can be maintained by the Awards Committee.

c. Presentation of Certificates shall be as directed by the President of the Association.

## **DIRECTOR OF THE YEAR AWARD**

Guidelines governing the Director of the Year Award are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide the Association President a means of recognition the Director that has the most improved District in the Mississippi National Guard Noncommissioned Officers Association.

**ELIGIBILITY:** Any current Director (Army or Air) of the Mississippi National Guard Noncommissioned Officers Association.

### **DESCRIPTION:**

a. An award may be given at the discretion of the Association President in accordance with the awards budget.

b. The recipients of this award will be presented with a 8 ½ X 11 inch certificate reflecting details of his/her improved District in the Mississippi National Guard Noncommissioned Officers Association signed by the Association President. (A blank certificate is in the back of this program for review)

### **CRITERIA:**

a. The Director must have shown tangible evidence that his/her District has improved by membership numbers, number of 100% units within the District and the turnout of members at conference from his/her District.

b. The Director must have attended all scheduled Board Meetings, the State and National Conference and work the Fair (our primary fund raiser each year) unless excused by the President.

### **NOMINATING AND SELECTION PROCEDURES:**

a. This Award is prepared at the will and pleasure of the President alone. No nomination will be accepted for this award. While only one award may be presented during a calendar year, there is no requirement of the President to present such an award.

b. If prepared, this Award will be presented at the Annual Conference of the Mississippi National Guard Noncommissioned Officers Conference.

## **LIFETIME MEMBERSHIP CERTIFICATE**

Guidelines governing the Lifetime Membership Certificate are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To recognize members who have chosen to become Lifetime members of the Mississippi National Guard Noncommissioned Officers Association and the Enlisted Association of the National Guard of the United States.

**ELIGIBILITY:** Any enlisted or retired member of the Mississippi National Guard.

**DESCRIPTION:** The certificate shall measure 8 ½ x 11 inches, and be signed by the Association President.

**CRITERIA:** The member must have paid his Lifetime State and National dues in the Mississippi National Guard Noncommissioned Officers Association and the Enlisted Association of the National Guard of the United States.

### **NOMINATING AND SELECTION PROCEDURES:**

a. The Executive Director will validate all lifetime members and submit their names to the Awards Chairperson. The Awards Chairperson will prepare the Lifetime Membership Certificate for the Association President's signature. The Association President or his representative will present the certificate at an appropriate ceremony.

b. If at all possible, these awards will be presented at the Annual Conference of the Mississippi National Guard Noncommissioned Officers Association.

**MISSISSIPPI NATIONAL GUARD  
NONCOMMISSIONED OFFICERS ASSOCIATION  
GIFTS/MOMENTO ITEMS**

Guidelines governing the Mississippi National Guard Noncommissioned Officers Association Gifts/Momento Items are established herein by the authority of the Board of Directors of the Mississippi National Guard Noncommissioned Officers Association.

**PURPOSE:** To provide a means of recognition and/or appreciation to individuals for having support or participated in some function of the Mississippi National Guard.

**ELIGIBILITY:** To anyone who has helped the Mississippi National Guard Noncommissioned Officers Association promote it's goals, welfare, and professionalism of the Enlisted Soldiers in the National Guard of Mississippi.

**DESCRIPTION:** Gift/Momento items are any small presents that are deemed acceptable by the President..

**CRITERIA:** Any individual who is involved with the Mississippi National Guard Noncommissioned Officers Association on either a one time or continuous basis, for the purpose of assisting in the promotion of it's goals or the goals of the Mississippi National Guard.

**NOMINATING AND SELECTION PROCEDURES:**

a. Any Association member may nominate an individual to receive a gift/momento by using the Mississippi National Guard Noncommissioned Officers Association Nominating Form. This form is in the back of this program and can be found on the website at: [www.msncoa.org](http://www.msncoa.org)

b. Nominations will be submitted to the Awards Chairperson on or before 15 February each year for actions occurring during the previous year. Nominations will be submitted to the Awards Committee for consideration and recommendation to the President. A clear and detailed statement should accompany the nomination.

c. Gift/momento's will be awarded, when possible, at the State Conference of the Mississippi National Guard Noncommissioned Officers Association.