



**Deadline 31 March**

## **Award Nomination Form**

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Medal / Award

Date

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### **I Hereby Nominate**

Nominee's Name:

Nominee's Organization

Nominee's Address:

Nominee's Title:

Nominee's Phone:

Nominee's Fax:

Nominee's E-mail:

Nominator's Name:

Nominator's Organization

Nominator's Address:

Nominator's Title

Nominator's Phone:

Nominator's Fax:

Nominator's E-mail:

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State briefly, in narrative form, why the nominee should be so recognized:

## **Areas of Accomplishment**

Business/Professional (include Military/Government):

Provide names of projects, programs, inventions, concepts, ideas, year(s), and if actually implemented.

Publications:

Provide titles of technical papers, books, articles and include year and where published.

**Educational:**

Provide names of courses, programs, tests, techniques, initialed or involved in and include year and institution name.

**Professional Activities:**

Provide names of technical organizations and nominee's activities in each.

Additional Areas of Interest:

**Please e-mail completed forms to:  
Jodi Lane, Executive Administrator,  
Office of the Executive Director Erik W. Seither  
jlane@sname.org  
99 Canal Center Plaza, Suite 310 Alexandria Virginia 22314  
+1 703.997.6704**

## SNAME Medals and Awards Guidelines

The following guidelines were developed to assist individuals in preparing nominations for candidates for SNAME medals and awards to the SNAME Awards Committee for consideration:

- a. The guidelines which follow apply to the following SNAME medals and awards (hereinafter referred to as “medals and awards”):
  1. VADM “Jerry” Land Medal
  2. David W. Taylor Medal
  3. Davidson Medal
  4. William H. Webb Medal
  5. Blakely Smith Medal
  6. The Francis T. Bowles Medal
  7. William M. Kennedy Award
- b. Nominations shall consist of a completed nomination form, and supporting letters for the nominee. A minimum of three (3) letters is recommended.
- c. Nominations for medals and awards may be made by a member in good standing or per the medal or award description provided on [www.sname.org/awards](http://www.sname.org/awards). Nomination forms for the medals and awards are provided at [www.sname.org/awards](http://www.sname.org/awards).
- d. The nominator shall fill out the Nomination form completely. Nomination forms should be professionally presented.

- e. It is understood and appreciated that the reputations and contributions of many individuals in our industry are well-known. However, the ultimate success of any medal or award nomination will be closely correlated with the quality and completeness of the information provided by the nominator on the nomination form, regardless of the nominee's reputation. Additional clarifying information which substantiates the qualifications of the candidate for the medal or award is both important and desired. A nomination with substantive clarifying information will be favored over a minimally-completed form for two candidates who are otherwise equally qualified.
  
- f. In addition to a completed, high-quality nomination form, it is strongly recommended that all nominations for the above medals and awards be accompanied by supporting letters of recommendation. Supporting letters should be solicited by the nominator as part of the nominating process. The nominator should consider potential sources for effective supporting letters. Strong supporting letters typically come from those who have had a close working relationship with the nominee, coupled with experience in the medal or award category (e.g., an industry leader in Naval Architecture writing a supporting letter for a Taylor Medal nominee with whom he/she has worked in recent years). Past medal or award recipients can be strong supporters of nominees in the same category but only if they have first-hand knowledge of the nominee's accomplishments. Supporting letters provided by individuals not employed by the nominee's employer/company will demonstrate a broader level of support and will generally provide more value to the nomination package.
  
- g. Nominations for medals or awards must be submitted to SNAME headquarters no later than 31 March. Supporting letters may be submitted along with the nomination package, or they can be provided by their authors independently to headquarters prior to the 31 March deadline.
  
- h. In summary, SNAME medal and awards nomination packages should be complete, well-organized and neatly presented, with strong supporting letters. Incomplete or poorly-presented nominations may not receive consideration and may be returned to the nominator for re-packaging and re-submittal.