

# DEPARTMENT OF NEW HAMPSHIRE

Administrative Procedure: 1.0  
Marine of the Year Department Level

## Background

The Marine of the Year award can be granted at the National, Departmental and Detachment Levels.

## Department Level Award

This award is the highest award that the Department can bestow on one of its members. It is an award that is coveted by every Marine actively participating in Marine Corps League activities.

The Department Marine of the Year (DMOY) award is not presented lightly. The recipient must demonstrate by his/her service to the Department that they have performed services above and beyond the normal expectations of a member of the Marine Corps League, exemplifying its highest traditions.

## Selection

All nominations for the DMOY shall originate from a member of the Department staff or a Detachment Commandant. The current Department Commandant is not eligible for consideration of the award. A member or Detachment Commandant may not nominate himself or herself for DMOY, and such nomination (s) will be removed from the selection process.

Ch- 25 March 2018

## Process

Listed on a single sheet of paper are the services performed by the nominee in sufficient detail to fully describe his/her actions to warrant consideration of the award. Any meritorious deed or deeds so identified as being within the scope of these requirements shall be of such substance that the weight will or shall have brought acclaim and prestige to the Marine Corps League or has enhanced and furthered the concepts of the duties of being a Marine or a citizen of the United States of America.

The nominee's name is not to be placed on this sheet of paper. Placed in the upper right hand corner of the sheet is an identification sign. This description of service is to be placed in a sealed envelope. In a second envelope is placed a sheet of paper with the name of the nominee and the same identification sign in the upper right hand corner. This envelope is also to be sealed. The two envelopes are then sent to the Chairman of the Selection Committee at an address to be identified each year.

## Committee

A committee will be established for the purpose of reviewing all DMOY nominations submitted for consideration for the Department Marine of the Year. The chair of this committee will be the last recipient of the Department of New Hampshire, Marine of the Year. If the last recipient isn't available another recipient of the award will be requested to chair this committee. If none of the recipients are available the Department Commandant will serve as chair. The Chair of the committee will request at least two other Marine Corps League members to serve on the committee. League members requested to serve must be members in good standing.

**Nomination Process**

All nominations for the DMOY must be postmarked no later than the last day of October (30<sup>th</sup>) in any given year.

The Chair will receive and hold the nominations in the sealed envelopes until the 10<sup>th</sup> of November at which time he/she will schedule a meeting of the committee.

The committee must meet by the last week in November to review all nominations to determine the individuals who best meet the eligibility requirements and the spirit of the Marine of the Year program.

**Award**

The DMOY committee will open the letters containing the description of the deeds of the nominee and review the data presented. The committee reserves the right to reject any or all nominations that do not clearly define exemplary service provided. When the selection is made the committee will then open the envelope containing the name of the nominee and match the identifying sign on the statement of deeds to a like sign on the sheet containing the name of the nominee to determine the winner of that year's award. If a selection is made the Committee chair will notify the Department of New Hampshire Commandant and the award recipient's Detachment Commandant. Under no circumstances will the name of the selected DMOY be revealed until the actual presentation of the award. The only individuals who will be cognizant of the award prior to presentation are the committee members, the Department and Detachment Commandants involved.

**Presentation of Award**

The Department Commandant or his/her designee shall make the award at the annual joint installation of the Detachment officers.

The recipient is eligible to wear the Department Marine of the Year - Scarlet & Gold ribbon with the FMF Device and the MOY medallion on a ribbon around his/her neck.

The recipient will also be given a Marine of the Year plaque inscribed as follows:

MARINE OF THE YEAR  
Fiscal Year  
Marine NAME  
Department of New Hampshire  
Marine Corps League

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\* Send nominations to  
COMMITTEE CHAIR  
Commandant Cherie Monnell  
2 Sunset Circle  
Milford NH 03055