NINE AWARDS

1. Employer of Veterans Award
   a. Small-sized Employer
   b. Medium-sized Employer
   c. Large-sized Employer

2. Enhance the Lives of Disabled Persons Award

3. Employer of Older Workers Award

4. Michael Guty Homeless Veterans Outreach Award

5. Employment Service Award
   a. Disabled Veterans Outreach Personnel (DVOP)
   b. Local Veterans Employment Representative (LVER)
   c. Employment Service Local Office

Veterans Employment & Education Commission

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This institution is an equal opportunity provider.
The first American Legion Veterans Employment & Education Commission award was established in 1947, and recognized individuals across the country who had established outstanding records in the employment and retention of workers with disabilities. Since that time, categories have been added to the award program.

The Veterans Employment & Education Commission is striving to award all possible pending awards. We implore all departments to submit nominations for the awards with the hope that we receive all 400+ possible nominations. Each department is encouraged to participate in this program.

The deadline for submission to the Veterans Employment & Education Commission in Washington, D.C., is January 15. It is important that the Department winners are submitted by this time to ensure that they are considered for the national award to be delivered at the annual National Convention.

Please submit written correspondence AND/OR an electronic scanned copy in the form of an e-mail to the Washington, D.C. National Headquarters office.

Please title your e-mail and letter: '[Title] Awards-[your state name]'

All entries must be accompanied by an official nomination form and the narrative must not be longer than two pages. Supporting documents may be submitted but must not exceed ten pages.

Nominations from posts, or sources outside The American Legion, must be sent to Department headquarters. The Department then selects one nominee as its winner and sends the nomination form for the winning employer to the Veterans Employment & Education Commission. That nomination form must be signed by either the Department Adjutant or Department Employment Chairman.

Selection of the national winners will be made by the Veterans Employment & Education Commission during the annual Washington Conference. The national winners will receive a stipend for travel expenses and are presented award plaques at the National Convention.

Each entry should be accompanied by a cover letter stating that it is the department’s choice for that award. Plaques will be delivered in time for each Department’s convention. Please allow about six weeks for the plaque to be prepared.

**What is not needed:** Binders, report covers, page protectors, photographs, extraneous information, brochures about the products a company produces.

For more information please visit the post officers service guide. www.legion.org/veterans/assistance/awards

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### AWARDS ANNUAL TIMELINE

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<tr>
<td>All submissions are due to the Veterans Employment &amp; Education Commission NLT JAN 15</td>
<td>Veterans Employment &amp; Education Commission processes awards</td>
<td>Send letter to all posts reminding them to begin search for award nominees</td>
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<td>Send follow up letter to posts</td>
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<td>National awards are presented for the previous year</td>
<td>Require all posts to begin submitting nominations for this year</td>
<td>Department deadline for award submittals</td>
<td>Department meets and submits national nominees to National Headquarters</td>
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Recommended Department Timeline