



2017 KENTUCKY VETERANS HALL OF FAME NOMINATION PACKAGE

Nomination Deadline: May 1, 2017

****Only up to 20 honored Veterans will be selected ****

Nominee Information

Full Name: _____ Branch: _____ Rank: _____

Home Address: _____

City: _____ County: _____ State: _____ Zip: _____

Years & Location of Kentucky Residence:

Home # _____ Work # _____ Cell # _____

Email address: _____

Is nominee deceased? Yes No

War era: _____

Military Picture Enclosed? Yes No

Prisoner of War Medal of Honor

Nominator Information

Full Name: _____

Home Address: _____

City: _____ County: _____ State: _____ Zip: _____

Home Phone # _____ Work # _____ Cell # _____

Email address: _____

Relationship to Nominee: _____

Important Information for Nominator:

- Nomination deadline is May 1, 2017.
- Please read carefully the requirements on pages 3 and 4 and comply.
- **Nomination Packages must not be more than ten (10) pages single-sided** excluding DD214 or equivalent separation document and the required nomination cover page. (See §16.090 KVHOF Nomination Guidelines.) Packages will not be reviewed without proper documents or if they exceed the page limitations. Submitted nomination packages become the property of the Kentucky Veterans Hall of Fame Foundation Inc., (H.B. Deatherage, Executive Director.) Contact information: (859) 512-2247, hbdeatherage@aol.com or www.kyveterans.org. Nomination information is privileged and will not be disclosed.
- Only Nominator will be contacted by the Kentucky Veteran's Hall of Fame (KVHOF).
- Veterans selected to the KVHOF must be represented by someone at all events held by KVHOF in Honor of the Inducted Veterans; i.e., announcements in the Capitol Rotunda and Induction Ceremonies.
- If the nomination form is falsified and a review of the wrongdoing is corroborated, the following actions will be taken by the KVHOF: forfeiture of the medals and awards, removal from all plaques and future listings, and a report will be made to the Kentucky Department of Veterans Affairs for possible legal action.

I hereby affirm the information contained herein is accurate to the best of my knowledge and understanding and is in compliance with the Nomination Guidelines posted at www.kyveterans.org. I agree to provide additional information if requested by the Kentucky Veterans Hall of Fame Foundation.

Nominator Signature (required)

Date

Nomination deadline: May 1, 2017

Section 1: Contact information. Section 1 of the nomination form, consisting of page one of the Nomination Package, requires the nominator to provide information on both the nominee and the nominator. The nominator should carefully review §15.010, §15.030, §15.060 and §15.070 of the KVHOF Nomination Guidelines to ensure that both nominator and nominee are eligible. The nominator must sign the nomination form. The nominator's signature verifies the accuracy of the information and its submission within the standardized format. Nominators should not pass over the requirement for accuracy lightly. The Selection Committee reviews the public record to guard against selection on the basis of false information. (§16.010 KVHOF Nomination Guidelines)

Section 2: Verification of veteran's eligibility. Section 2 requires a certified true copy of an official document verifying a veteran's service, usually a DD214 or a substitute certification in the event that the nominee's DD214 is illegible or unavailable. If the DD214 cannot be located, the veteran may sign a completed Standard Form 180 (SF-180) to obtain a replacement. If a nominee has multiple discharges, nominators are required to submit all discharges. To insure accuracy, it is highly recommended that the final discharge paper (e.g., DD Form 214) be attained through primary sources such as www.archives.gov. Packages shall not be falsified in any way, to include falsification of military records. (§16.020 KVHOF Nomination Guidelines)

****The following Sections 3 – 8 should be clearly labeled in your package****

Section 3: Summary of veteran's non-military education and training accomplishments. Section 3 requires a resume of education achievements and training accomplishments, not otherwise listed as part of Section 2. It is inherent in the nature of a hall of fame to recognize outstanding achievements or accomplishments that elevate a nominee above and beyond all others. Thus while mundane education and training achievements may be listed, it is more important to spotlight a nominee's most significant education and training awards and certifications. (§16.030 KVHOF Nomination Guidelines)

Section 4: Summary of veteran's professional or employment history. Section 4 requires a list of professional or employment accomplishments in resume or curriculum vitae style not otherwise listed in Section 2. Again, it is important to expand upon a mere list to emphasize significant achievements, accomplishments, and honors. (§16.040 KVHOF Nomination Guidelines)

Section 5: Summary of nominee's veterans' advocacy contributions. Section 5 requires a resume of a nominee's veterans' advocacy contributions or active participation in veterans support programs or initiatives, including active involvement with veterans organizations. The summary should be in-depth and show by extensive detail that not only did the nominee participate in important endeavors, but that he or she was a primary mover in successful endeavors. Key to this summary is the phrase "active involvement." While it is important to list all activities, mere association or membership in numerous organizations does not greatness make. A nominator should emphasize and concisely describe those activities and organizations in which a nominee has undertaken an active role, e.g., positions held within organization, for how long, accomplishments in position, etc. (§16.050 KVHOF Nomination Guidelines)

Section 6: Summary of civic activities and contributions. Section 6 requires a detailed summary of active involvement in civic activities and contributions, e.g., Rotary Club, Kiwanis, schools, political or fraternal organizations, etc. While many nominees make their mark in veterans' advocacy, many others make their mark in other organizations or institutions with no direct correlation to veterans organizations. Still others make their mark outside of organizations altogether. The Selection Committee values worthwhile achievements and accomplishments in any calling or multiple callings. The summary should be in-depth and show by extensive detail that not only did the nominee participate in important endeavors, but that he or she was a primary mover in successful endeavors. Key to this summary is the phrase "active involvement." While it is important to list all activities, mere association or membership in numerous organizations does not greatness make. A nominator should emphasize and concisely describe those activities and organizations in which a nominee has undertaken an active role, e.g., positions held within organization, for how long, accomplishments in position, etc. (§16.060 KVHOF Nomination Guidelines)

Section 7: Major awards and honors. Section 7 requires a listing of awards and honors not otherwise discussed in Sections 2-6. Nominators should elaborate on the background of awards or honors and the basis for the nominee's recognition pursuant thereto. As noted above, the nominator's task is to make the case for distinction. Doing so requires more than presenting raw data such as a photograph album or newspaper clippings. Instead, nominators, having extracted valuable facts, should undertake the process of refining and polishing to result in a clear and precise presentation. (§16.070 KVHOF Nomination Guidelines)

Section 8: Narrative supporting the Nominee's consideration for the Kentucky Veterans Hall of Fame. Section 8 requires a detailed, comprehensive narrative making the case for inclusion in the Kentucky Veterans Hall of Fame (e.g., civic contributions, veterans' advocacy, exemplary professional contributions, etc.). The operative phrase is "detailed comprehensive." Packages with well thought out analysis and detailed examples of significant contributions and their impact locally, statewide, nationally, or internationally compare favorably to packages which merely list awards and honors in outline form. At the other extreme, nominators who submit letters of recommendations with grandiose language, pictures or newspaper clippings without sufficient detail to bear intense scrutiny suffer in comparison to nomination packages full of hard-hitting facts. The nominator's essay telling the nominee's story best makes the case for recognizing the life of one who valued others above all. (§16.080 KVHOF Nomination Guidelines)

Mail completed nomination package with DD214 (or equivalent separation documents) to:

Kentucky Veterans Hall of Fame Foundation, Inc.
H.B. Deatherage, Executive Director
P.O. Box 1446, Florence, KY 41022

NOMINATIONS MUST BE POSTMARKED NO LATER THAN MAY 1, 2017.