



KENTUCKY VETERANS' HALL OF FAME NOMINATION PACKAGE

Nomination Guidelines

- A. The Kentucky Veterans Hall of Fame Foundation (KVHOFF) seeks to recognize those Kentucky veterans who have worn the uniform of this nation's Armed Forces, performed their military service honorably, and then continued to contribute to their community, state, and nation in an exemplary manner. These outstanding contributions may, for example, be in the areas of professional, civic, Veteran's advocacy, or political achievements and may be over the life of the nominee. See Section 4 on page 4 for complete details on eligibility.
- B. Please note: the Kentucky Veterans Hall of Fame Foundation is not intended to be a military hall of fame. Sections 2 and 3 are required to confirm eligibility and provide background information only. Evaluations are based on sections 3, 4 and 5.
- C. The nominee must meet the following eligibility requirements:
 - a. Must have lived in Kentucky for a minimum of five (5) years.
 - b. Must be a former member of the Armed Forces of the United States as reflected by Department of Defense documentation such as form DD214 or DD215.
 - c. Must have received an honorable or general under honorable discharge from the U.S. Armed Forces and provide a copy of the veteran's discharge papers (e.g., DD214) verifying honorable discharge.
 - d. Be of good moral character and have no felony convictions.
- D. For the submission process to uniformly portray the efforts and contributions of our great Kentucky veterans, it is recommended that the nomination packet be completed in accordance with the sample format provided.
- E. The nomination packet (Sections 1-5) is not to exceed seven (7) 8.5" x 11" pages single-sided, excluding DD214 or equivalent separation document.
- F. Posthumous nominations are accepted. **Self-nominations will not be accepted.**
- G. Nomination packets and attachments become the property of the Kentucky Veterans Hall of Fame and will not be returned.
- H. Kentucky veterans holding the following positions are ineligible for selection into the Kentucky Veterans Hall of Fame until two years after leaving his or her disqualifying position, absent a waiver: 1) all state elected officials, 2) members of the Kentucky Veterans Hall of Fame Selection Committee, and 3) members of the Governor's staff and his appointees.
- I. The Selection Committee may waive any guidelines described in this document. A vote to waive the rules for a specific nominee requires a two-thirds majority vote of those present at the Selection Committee meeting, and approval of the Executive Director of the KVHOFF.

•

****KVHOF Selection Committee will decide on the total number
of Veterans to be honored each year****

Section 1: Contact Information

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: _____

Is this a re-nomination of a veteran who was not selected in the previous year? Yes, ____ No, ____

Next of Kin: _____ Phone Number: _____

Current Photo of Nominee Enclosed? Yes ____ No ____

Nominator Information: Please read all the guidelines prior to filling out the packet.

Name: _____

Home Address: _____

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

Home Phone# _____ Work# _____ Cell _____

Email address: _____

Relationship to Nominee: _____

Important Information for Nominator:

- Please read carefully the requirements on pages 3 and 4 and comply.
- Nomination Packages must not be more than seven (7) Pages single -sided excluding **DD214** or equivalent separation document. 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.
- Nominator and Nominee will be contacted by the Kentucky Veteran's Hall of Fame (**KVHOF**).
- Veterans selected for KVHOF must be represented by someone at all events held by KVHOF in Honor of the Inducted Veterans, i.e., official announcement of the selected current year class 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 KVHOF medals and awards, removal from all KVHOF 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

Section 2: Verification of nominee's eligibility. Provide 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 a nominee has multiple discharges, nominators are required to submit all discharges.

Section 3: Brief narrative of military service. Provide a brief narrative of the veteran's military service, including years served, location of service, duties, and major awards or medals.

Section 4: Brief narrative of nominee's community service/advocacy contributions. Provide a summary of nominee's active involvement in any Military or non-Military support programs and initiatives, volunteer activities, civic activities and contributions, political or appointed offices held, community awards and recognitions, and/or community publications and presentations. "Active involvement" may be represented by positions held, accomplishments in roles, etc. Please include a detailed summary of the nominees "most memorable Life's moment", which will be included in each selectee's ceremony introduction. Be sure to include the name of each organization volunteered for and the year of service. These must be volunteer only and no pay received. Consideration for induction is based on volunteer and community service with an emphasis on volunteer service.

Section 5: Narrative supporting the Nominee's consideration for the Kentucky Veterans Hall of Fame. Provide a narrative as to why you feel this individual should be considered for the Kentucky Veterans Hall of Fame. This narrative should tell the Selection Committee how the nominee's life's work has made a significant difference to others. Packages with well thought-out analysis and detailed examples of significant contributions and their impact locally, state-wide, nationally, or internationally compare favorably to packages that merely list awards and honors.

Hand deliver completed nomination package with DD214 (or equivalent separation documents) to any KFHF Board member or mail to:

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