INFORMATION PAPER

ATCC-GG-JR 28 January 2013

SUBJECT: Legion of Valor Bronze Cross for Achievement

1. Reference Cadet Command Regulation 145-2, paragraph 11-8.

2. Nominations for subject award must be forwarded to arrive at this 7th Brigade HQ, ATTN: ATOE-G-JR, NLT 1 June each year. As noted in paragraph 11-8c of reference, only one nomination per school is authorized.

3. The Cadet you select to nominate for this award should be completing his/her academic Junior year in high school; the award is to be presented at the beginning of the Senior year. The individual should be the student you consider to be the Number 1 Cadet in your program going into the next school year.

4. Nomination packets received are reviewed and judged at Brigade level, then forwarded to HQ Cadet Command. The final decisions on the award recipients are made by the Legion of Valor organization.

5. A sample nomination memorandum is provided at Enclosure 1. The award nomination summary sheet at Enclosure 2 will be completed to provide an overview of Cadet eligibility. Nomination packets will be submitted in accordance with the guidance outlined at Enclosure 3. Do not limit the packet to only a nomination letter. Be sure to include “appropriate documents to support” what is written up in the nomination letter – copies of certificates, newspaper articles, recognition letters, etc.

6. Notification regarding winners of these awards will be sent out in the August-September timeframe, along with decorations and certificates for the winning Cadets. Presentation to each Cadet should occur in the Fall of the Cadet’s final year of school.

7. POCs for Legion of Valor Bronze Cross for Achievement Award guidance:

Lee Redmon (lee.redmon@usacc.army.mil)

Gary Owens (gary.owens@usacc.army.mil)

Telephone numbers: (502) 624-5478 (Redmon) or 624-4713 (Owens)

NOMINATION MEMORANDUM SAMPLE FORMAT

JROTC UNIT/SCHOOL LETTERHEAD

 (date)

MEMORANDUM FOR Commander, 7th Brigade, ATTN: JROTC, Bldg 1468, 328 Third

 Avenue, Fort Knox, KY 40121-5117

SUBJECT: Nomination for Legion of Valor Bronze Cross for Achievement

1. In accordance with Cadet Command Regulation 145-2, Chapter 12, paragraph 12-8, the following Cadet is nominated for the Legion of Valor Bronze Cross for Achievement:

 Full Name:

2. Supporting remarks to justify this nomination are provided below; supporting documents are enclosed.

 a. JROTC grades: (provide short summary paragraph discussing JROTC grades, GPA)

 b. Academic grades: (provide short summary paragraph discussing overall grades, GPA)

 c. Military leadership: (provide short summary paragraph discussing military leadership, ranks/positions held in JROTC, etc.)

 d. Academic leadership: (provide short summary paragraph discussing other leadership positions/experience during high school career)

 e. Academic and military honors: (provide short summary paragraph discussing any honors, awards, etc., earned during high school career)

 f. Discipline, courtesy, and character: (provide short summary paragraph discussing examples of discipline, courtesy, and character)

3. Point of contact for questions concerning this nomination: (instructor name and telephone number; be sure to include contact information for the summer months).

\_\_ Encls SAI Signature Block

Enclosure 1 to Legion of Valor Bronze Cross for Achievement Info Paper

AWARD NOMINATION SUMMARY SHEET

Award: **JROTC LEGION OF VALOR BRONZE CROSS FOR ACHIEVEMENT**

Reference: Paragraph 12-8, CCR 145-2

Cadet’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Age \_\_\_\_\_\_\_\_\_\_ Citizenship \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

LET level, current SY \_\_\_\_\_\_\_\_\_\_

JROTC class ranking \_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_ (must be in Top 10%)

Academic Class, current SY \_\_\_\_\_\_\_\_\_\_

Academic class ranking \_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_ (must be in Top 50%)

GPA \_\_\_\_\_\_\_\_\_\_\_ (on \_\_\_\_\_\_\_\_\_\_ scale)

JROTC Unit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enclosure 2 to Legion of Valor Bronze Cross for Achievement Info Paper

GUIDANCE FOR PREPARING CADET AWARD NOMINATION PACKET

**LEFT SIDE OF MANILA FOLDER (FROM TOP TO BOTTOM):**

1. Award Nomination Summary Sheet

2. Full length photo in uniform (original)

3. Current high school transcript (showing all classes taken and related grades for those classes)

**RIGHT SIDE OF MANILA FOLDER (FROM TOP TO BOTTOM):**

1. Nomination letter signed by SAI.

2. Letter endorsing the nomination, signed by the principal or head of the institution.

3. JUMS Cadet Record

4. Appropriate documents to support the following:

JROTC grades and class standing

 Academic grades and class standing

 Military Leadership

Academic Leadership

 Academic honors/accomplishments

 JROTC accomplishments

 Involvement in community activities

Demonstrated qualities of discipline, courtesy, and character

**NOMINATION FOLDER LABEL:**

1. White label placed at top left corner of manila folder listing the following information:

 NAME: Last, First, MI

 SCHOOL: Full Name, City, State

 NOMINATION: Name of Award

**Note: Use staples or two-hole fasteners to secure documents to the folder.**

Enclosure 3 to Legion of Valor Bronze Cross for Achievement Info Paper