



DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN
U.S. NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1650.11A
N09G
Dec 15 2009

COMDTMIDNINST 1650.11A

Subj: NAVY MARINE ASSOCIATION LEADERSHIP AWARDS

Encl: (1) Navy Marine Association Leadership Award Ballot
(2) Navy Marine Association Leadership Award Report

1. Purpose. To provide procedures to nominate and select individuals for the Navy Marine Association Leadership Awards.
2. Cancellation. COMDTMIDNINST 1650.11. This instruction is a complete revision and should be reviewed in its entirety; no special markings appear because changes are extensive.
3. Background. The Navy Marine Association annually supports an awards program throughout the Navy and Marine Corps. Their intent is to encourage discussion and consideration of the highest ideals embodied in great leadership traits through a peer-nominated award program. This instruction is designed to provide specific clarification for administration of the program within the Brigade of Midshipmen.
4. Description of Award. The award is a peer selected award by battalion and by class. The Superintendent (or his or her representative), in conjunction with the Navy Marine Association, will present 24 awards based on the criteria in this instruction.
5. Award Cycle and Eligibility. The award cycle is from the day of graduation until the end of the aptitude ranking window of the following spring semester. Selection is made by each class in each battalion.
6. Nomination and Selection Procedures. The process to award deserving candidates is in two parts. The initial nomination process is based on aptitude for commission rankings. The top ranked midshipmen in each class in each company will be nominees for the battalion awards. The second process is voting where the Award Coordinator will electronically distribute ballots to all nominees from each company in each class. These voters will conduct another peer vote to select the final four winners in each battalion. The Award Coordinator will be either the Aptitude Officer, Aptitude Assistant, or a staff member designated by the Deputy Commandant.
7. The Nomination Process. The following steps are to be used to determine each company's nominees for each class:
 - a. The Award Coordinator will familiarize his or her self with this instruction.
 - b. The Award Coordinator will determine which midshipmen are nominees by using data contained in the Midshipmen Information System (MIDS). It is possible that the top ranked Midshipman in the fall will be the top ranked in

the spring. In this case the name on the ballot will reflect that the Midshipman was ranked number one both semesters.

8. The Final Voting Process. The Award Coordinator will produce the required ballots for the final voting process using enclosure (1). The Award Coordinator must ensure each ballot includes the appropriate submission deadline for the year. These ballots will be sent directly to each nominee, who now become the voting members for each battalion class competition. Each nominee will receive a ballot listing the nominees in their class from their battalion. The voters are to select three individuals on the ballot, indicating first, second, and third choice. Completed ballots should be electronically submitted to the Award Coordinator. The nominee with the most points as determined by the weight of first, second, and third place votes will be the award recipient. In the event of a tie, the midshipman with the higher military order of merit shall win.

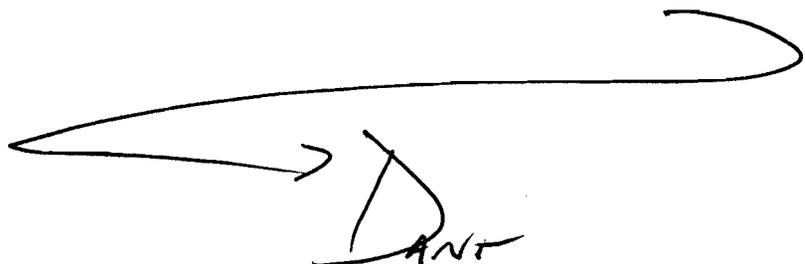
9. Reporting Responsibilities. Voters must ensure confidentiality through appropriate discretion. The Award Coordinator must seek 100% voter turnout but do not delay submissions for individuals on leave or travel. Due to final examinations and intersessional leave, rapid balloting and voter turnaround is vital to the success of this process. The Award Coordinator will calculate the winners within each battalion and record them using enclosure (2). The Award Coordinator must ensure the names of awardees remain confidential until the date and time of the ceremony is announced.

10. Presentation of Awards. Awards will be presented as recommended by the Aptitude Officer and approved by the Commandant of Midshipmen.


MATTHEW L. KLUNDER

Distribution:
C-2 (Electronically)

* CONGRATULATIONS IN ADVANCE
TO ALL THE AWARD WINNERS!!



NAVY MARINE ASSOCIATION LEADERSHIP AWARD BALLOT

1. Congratulations! Due to your number one ranking in class, in company during fall or spring semester of this year, you are a finalist for one of twenty-four Navy Marine Association Leadership Awards. It is the final voting by distinguished individuals such as yourself that will ultimately determine the award winners.

2. Finalists are eligible to vote for three individuals from the alphabetical list below for the award. **Please indicate 1st, 2nd and 3rd choices.**

<u>Finalists</u>		
<u>Name</u>	<u>Semester</u>	<u>Company</u>
Door, W. T.	Fall	4 _____
Gish, Joe	Fall & Spring	3 _____
		5 _____

3. Upon completion of this ballot, please submit it electronically to XXXXXXXX@usna.edu by _____.

NAVY MARINE ASSOCIATION LEADERSHIP AWARD REPORT

1. Procedures. The goal of the voting process is to select a winner from each award category.

	Last Name	First Name	Company	Alpha
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				
Fourth-class winner				
Third-class winner				
Second-class winner				
First-class winner				