



DEPARTMENT OF THE NAVY
OFFICE OF THE COMMANDANT OF MIDSHIPMEN
UNITED STATES NAVAL ACADEMY
101 CALVERT ROAD
ANNAPOLIS MARYLAND 21402-5100

COMDTMIDNINST 1650.5J
OPS
23 Mar 2026

COMMANDANT OF MIDSHIPMEN INSTRUCTION 1650.5J

From: Commandant of Midshipmen, U.S. Naval Academy

Subj: BRIGADE OF MIDSHIPMEN COMMUNITY SERVICE AWARDS

Ref: (a) SECNAVINST 1650.1J
(b) SECNAV M-5216.5 CH-1
(c) USNAINST 1650.5D

Encl: (1) Brigade of Midshipmen Community Service Award Deadlines
(2) Nomination form for USAA Community Service, Navy League, Major Kealey, and Naval Academy Community Service Athlete of the Year

1. Purpose. To establish policies concerning the nomination, selection, and presentation of the Community Service Awards.

2. Cancellation. COMDTMIDNINST 1650.5H.

3. Background

a. The Brigade of Midshipmen Community Service Awards are awarded to midshipmen who demonstrate initiative in viable, meaningful, and substantive involvement with community partner needs during at least three years at the Naval Academy. There are two major community service awards: the USAA Community Service Award and the Military Outstanding Volunteer Service Medal (MOVSM). In addition, there are several awards internal to the Midshipmen Action Group (MAG) and other outward-facing Activities and Groups in a given year, depending upon the community need and response that academic year. The following awards will be given out during the Community Service Award Ceremony: Navy League Award, the Major Elizabeth Kealey U.S. Marine Corps award, and the Naval Academy Community Service Athlete of the Year Award. The Navy League Award is awarded to the midshipman in the graduating class who best exemplifies excellence in community service combined with outstanding leadership. The Major Kealey Award is awarded to the midshipmen who most captures the fighting spirit of Major Kealey as well as her selfless service to the community. The Naval Academy Community Service Athlete of the Year Award will be presented to the graduating 1/C Midshipmen who demonstrated selfless service to the community while participating in a Varsity or Club Sport. These awards are meant to recognize superior service and to inspire the awardees to continue to serve the community by motivating and leading others to get involved and devote time, talent, and energy to community outreach programs in the Fleet.

b. The spirit of community service is one of volunteerism, service without expectation of reward or recognition, and resolute focus on mission accomplishment. The selected individuals should be midshipmen who, day-in and day-out, perform beyond what is expected and do so with the highest regards for the success of the project.

4. Eligibility for USAA, MOVSM, and Navy League Award. Graduating 1/C Midshipmen who have demonstrated continued community service during at least three of their four years at the Naval Academy are eligible. In addition, nominees should not be deficient in performance, conduct, academics, or physical education. Specifically, for MOVSMs, all nominations must satisfy the requirements outlined in reference (a).

5. Duties and Responsibilities. The members listed in this section will use enclosure (1) as a guide. All parties must become familiar with their responsible actions and will complete by the deadline.

a. The Activities and Groups Officer (AGO) will coordinate with Special Events to ensure the Community Service Award Ceremony is scheduled. Also, the AGO will work together with the MAG Officer Representative and the Community Relations Director to ensure all coordination is completed with the Commandant and the Superintendent leading up to the Ceremony.

b. The MAG Officer Representative (O-Rep), as designated in writing, will be the lead for the Community Service Award Ceremony. They will receive all MOVSMs and award nominations and verify each submission fulfills the format requirements. They will be responsible to the Operations Officer and the Commandant of Midshipmen for carrying out the guidance provided in this instruction. The MAG O-Rep will work with Public Works to ensure all necessary equipment is available on the day of the Community Service Award Ceremony.

c. The Community Relations Director will ensure all publications are dispersed to the media via the U.S. Naval Academy (USNA) Public Affairs Officer, invitations to the Superintendent, the Commandant, elected officials, and community partners. The Community Relations Director will also assist the MAG O-Rep in reviewing all completed award submissions and with the Community Service Award Ceremony. The MAG O-Rep and Community Relations Director will coordinate with Special Events, Commandant Operations, and Public Works to ensure the date, time, venue, and equipment is reserved for the Community Service Award Ceremony. In the absence of a staffed Community Relations Director, the MAG O-Rep in conjunction with the Public Affairs Office, will fill this role.

6. Method of Nomination and Selection

a. Per enclosure (1), during the first week of February, the MAG O-Rep will notify all faculty and staff of the selection criteria for respective nominees for the Brigade of Midshipmen Community Service Awards.

b. Nominations will be accepted by the MAG O-Rep from any source using enclosure (2) for the USAA Community Service Awards and OPNAV Form 1650/3 for MOVSMs. A written recommendation will be accepted to nominate midshipmen for the Navy League and Major

Kealey Awards. The MAG O-Rep, assisted by the Community Relations Director, will screen all nominations for completeness. All complete nominations will then be routed for approval by the MAG O-Rep to the nominees' Battalion Officer via the Company Officer/Senior Enlisted Leader. Only nominations approved by the Battalion Officer will be reviewed by the Awards Board.

c. The Brigade of Midshipmen Community Service Awards Board composition is as follows: the MAG O-Rep, Community Relations Director, a representative from the Chaplains Office, an Associate Athletic Director, and one other Community Service based Activities and Groups representative decided by the Community Relations Director and the MAG O-Rep based on the academic year's outreach. The AGO will sit in on the board but will not be a voting member.

d. The Brigade of Midshipmen Community Service Awards Board may recommend a primary and secondary nomination for the USAA Community Service Award, Navy League, Major Kealey Award, and the Naval Academy Community Service Athlete of the Year Award, and will vet all MOVSM nominations for eligibility. The board will review all complete nominations and select award recipient recommendations based upon a majority vote of the members.

e. Nominations will be forwarded to the Commandant of Midshipmen for approval via the Commandant Operations Officer.

f. To ensure ample time is available for family and friends to attend the Community Service Award, all awardees will be notified before the last day of class of the Spring semester.

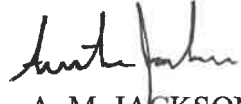
g. The MOVSMs, Navy League, Major Kealey, and Naval Academy Community Service Athlete of the Year awards will be presented at the Community Service Awards Ceremony. The USAA Community Service Award will be presented as part of the Prizes and Awards Ceremony.

7. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the DON Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local record custodian or the USNA Records Manager.

8. Review and Effective Date. Per OPNAVINST 5215.17A, the Operations Department will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction.



A. M. JACKSON
Acting

Releasability and distribution: This instruction is cleared for public release and is available electronically via the USNA Commandant Web Page, <https://www.usna.edu/Commandant/comdinst.php>

BRIGADE OF MIDSHIPMEN COMMUNITY SERVICE AWARD DEADLINES

<u>Action</u>	<u>Complete by</u> (Spring Semester)
1. Request nominations by email.	2 nd week of February
2. All nominations due to MAG O-Rep by COB.	2 nd week of March
3. Forward all nominations to Company Officers.	3 rd week of March
4. Collect all nominations from Battalion Officers.	4 th week of March
5. Convene the Community Service Awards Board.	1 st week of April
6. Awards Board forwards awards recommendations to the Commandant of Midshipmen for review and approval.	2 nd week of April
7. Notify awardees via Company Officer.	First week in May
8. Community Service Award Ceremony.	Commissioning Week

**USAA COMMUNITY SERVICE, NAVY LEAGUE, MAJOR KEALEY, NAVAL
ACADEMY COMMUNITY SERVICE ATHLETE OF THE YEAR
AWARD NOMINATION FORM**

Nominator: _____ Position: _____

Ext: _____ Email: _____

NAME OF NOMINEE: _____

*****Nominee must be a First Class Midshipman**

Remarks (Must comment on community service activities over a 3-year period):

Honors and/or Special Recognition:

Supporting Documentation or Letters of Recommendation (Please attach a separate page)