

Department of Indiana Marine Corps League Awards Manual

Ninth Edition

Revised/Approved 14Jun2025



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A. Publication History

First Edition	1979	Seventh Edition	Jun2002
Fourth Edition	1Apr1986	Eighth Edition	Jun2013
Fifth Edition	4Jul1995	Ninth Edition	14Jun2025

B. Reference Authority

1. The current Department of Indiana Awards Manual.
2. Current editions of the MCL National Bylaws, National Administrative Procedures, and Department of Indiana Bylaws.
3. This Awards Manual is always subject to modifications, additions, and changes under the direction of the Department of Indiana Marine Corps League.

C. Dedication

The Department of Indiana published its 1st Edition of the Awards Manual in 1979. We gratefully acknowledge the work accomplished by Past Department Commandant Donald F. Myers, and this manual is dedicated to the memory of Marine Ralph M. Henry, Marine Corps League Awards Committee Chairman, who died during a meeting as Detachment Commandant of the Whitewater Valley Detachment #096.

D. Notes

1. Department awards listed in this manual, from time to time, may not be awarded for various reasons, such as lack of submissions for the award(s); nominees, upon review, are found to not meet the criteria for the award, etc. Final determination of awards presentations will be via the Department Commandant and the Department Awards Committee.
2. Except for the Department Marine of the Year and Associate Member of the Year Award recipients, the purchase of corresponding medals and/or ribbons (and devices, as appropriate) are the responsibility of the awardee. The Department Marine of the Year and Department Associate Member of the Year will be awarded their appropriate medallion, neck ribbon, and ribbon (with appropriate device) at the cost of the Department of Indiana.
3. Unless otherwise stated in this Department Awards Manual, the deadline for submission of awards that will be presented at the annual banquet, which coincides with the Department Convention, is no later than 15 April of that awarding year. Nomination letters sent via email must be date stamped no later than 15 April to be considered. The preferred format is PDF or Microsoft Word, however "hard copies" via the US Postal Service are also acceptable (postmark must be no later than 15 April to be considered for that awarding year). This will allow sufficient time for the recipient selection process and acquisition/preparation of the award.
4. The type of award may vary from year to year at the discretion of the Department Awards Committee, Department Commandant, and/or the MODD Pack Leader (as appropriate) based on factors such as cost, availability of a certain style/type of award (e.g., wooden plaque with engraved brass plates vs. a different style, etc.), the time necessary to procure the award and have it ready for presentation, etc.
5. When practical, copies of all awards issued will be photographed (depending on the type of award) and kept on file with the Department Awards Chairperson for historical purposes. When possible, citations may accompany any award.

E. Purpose: To Promote and Recognize

Marine Corps League Members:

On behalf of our current Department of Indiana Commandant and MODD (Military Order of the Devil Dogs) Worthy Pack Leader we wish to encourage all Detachment Commandants and Awards Committee Personnel to actively participate in the National, Division, Department, and Detachment Awards and Citations that are available to all Marine Corps League members in good standing, recognizing their service and dedication to their beloved Marine Corps League and their community.

It is encouraged that all suggestions and written recommendations for honorees be submitted to the Department Awards Chairperson and Committee by the Department Spring Conference, but they **MUST be received no later April 15th of each year (prior to the Department Convention, held annually in June) , to allow the selection process and awards acquisition to be completed in time for presentation; awards presentations are typically, but not limited to, made at the annual Installation and Awards Banquet at the conclusion of the Department Convention. See Note D3 above.**

The main intent of this manual is to specifically address only those awards distributed at the **Department** level. Each *Detachment* is responsible for the administration and distribution of their respective Detachment's awards.

Also note that several awards exist at the Central Division and National levels, however the *submission for such awards typically must be initiated at the **Detachment** level, not the Department level!* Refer to the current National Administrative Procedures, Enclosure Four, for further explanation and guidance.

F. Department of Indiana and Indiana Pack (MODD) Marine Corps League Awards

Awards currently authorized by the Department of Indiana and the Indiana Pack (MODD) are:

- Department Marine of the Year
- Department Associate Member of the Year
- Past Department Commandant Award(s)
- Renbarger-Wukitsch Leadership Award
- Department Commandant's Special Award(s)
- Edward W. Storck "Semper Fidelis" Award
- Honorary Past Department Commandant Award
- Department Adjutant Emeritus Award
- Department Recruiter of the Year Award(s)
- Department Meritorious Unit and Individual Meritorious Commendation(s)
- Distinguished Citizen Award (certificate)- Silver and Bronze
- "Other" Certificates – various
- Pack Dog of the Year (MODD)
- Pack Leader Meritorious Commendation- Individual (MODD)
- Pack Leader Appreciation Commendation (MODD)

G. Department Marine of the Year (MOY) Award

General Information

Only one nomination may be made from each detachment per each awarding period (16April-15April). That is not to say that an individual cannot be placed into nomination again if not chosen during a particular awarding period (re-submission is encouraged, assuming the nominee still meets the nomination criteria listed below). However, a member may be the recipient of this award **only once**.

Nominations must be submitted in the form of a letter from the Detachment Commandant and/or their Detachment Awards Committee to the Department Commandant via the Department Awards Committee Chairperson. (See Appendix A for a sample letter that may be used). Nominations must be received by the Department Awards Committee Chairperson no later than **15 April** each year for consideration of that year's award. If the Detachment Commandant is the nominee, the nomination letter shall be signed by the Detachment Sr. Vice Commandant and/or the Detachment Awards Committee.

Nomination Criteria

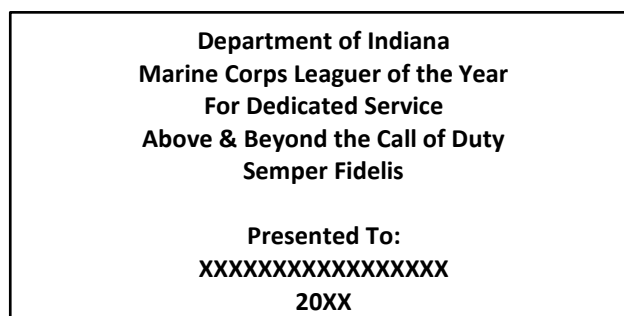
- a) The nominee must, at the time of nomination, must have been a *Regular* member in good standing for a minimum of one year in a detachment (in good standing) within the Department of Indiana Marine Corps League. Additionally, the nominee must remain in good standing throughout the "selection period" up to and including the time of the awards presentation.
- b) The nominee must be a dedicated, enthusiastic and loyal Marine Corps League member- not a "self-seeker", but rather a total, all-around credit to the Marine Corps League.
- c) The nominee must actively participate in league functions and activities, such as recruiting new member(s), fund raising projects, parades, ceremonies, community affairs, etc.
- d) The nominee should present a well-rounded personality, balancing his/her interests with other family, community, and civic activities.
- e) Also refer to the current edition of the National Administrative Procedures, Enclosure Four.

Award

The award will consist of:

- a) A plaque with the Eagle, Globe, and Anchor, suitably engraved, identifying the recipient's name and year the award was earned.
- b) The Department Marine of the Year medallion and (red and gold) neck ribbon.
- c) The Department Marine of the Year ribbon with FMF device.

Historically, the engraving for the award has been as shown below:



Awards Committee Action

The selection of a single winner will be made annually by the Department Marine of the Year Committee/Society (which consists of past Department of Indiana Marine of the Year awardees) and, if necessary, the current Department of Indiana Commandant.

In the event of a tie, as the ex-officio member of the Department Awards Committee, the current Department Commandant will decide the winner, whether or not he/she is also a past Department Marine of the Year recipient and member of the Department Marine of the Year Society. Also, since the Department Marine of the Year nominee deadline for submissions is 15April prior to the awarding year's Department Convention (the awarding year is 16April-15April) the voting for the Department Marine of the Year winner will be closed on 15May prior to that year's Department Convention, to allow sufficient time for acquisition and preparation of the necessary awards.

Presentation

The Department Marine of the Year award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee.

H. Department Associate Member of the Year (AMOY) Award

General Information

Only one nomination may be made from each detachment per year. That is not to say that an individual cannot be placed in nomination again if not chosen during a particular award year (re-submission is encouraged, assuming the nominee still meets the nomination criteria listed above). However, a member may be the recipient of this award **only once**.

Nominations must be submitted in the form of a letter from the Detachment Commandant and/or their Awards Committee to the Department Commandant via the Department Awards Committee Chairperson. Nominations must be received by the Department Awards Committee Chairperson no later than **15 April** each year for consideration of that year's award.

Nomination Criteria

- a) The nominee must, at the time of nomination, be an *Associate* member in good standing for a minimum of one year in a detachment (in good standing) within the Department of Indiana Marine Corps League.
- b) The nominee must be a dedicated, enthusiastic and loyal Marine Corps League member- not a "self-seeker", but rather a total, all around credit to the Marine Corps League.
- c) The nominee must actively participate in league functions and activities, such as recruiting new member(s), fund raising projects, parades, ceremonies, community affairs, etc.
- d) The nominee should present a well-rounded personality, balancing his/her interests with other family, community, and civic activities.
- e) Also refer to the current edition of the National Administrative Procedures, Enclosure Four.

Award

The award will consist of:

- a) A plaque with the Eagle, Globe, and Anchor, suitably engraved, identifying the recipient's name and year the award was earned.
- b) The Department Associate Member of the Year medallion and (red and gold) neck ribbon.
- c) The Department Associate Member of the Year ribbon with "A" device.

**Department of Indiana
Associate Member of the Year
For Dedicated Service
Above & Beyond the Call of Duty
Semper Fidelis**

**Presented To:
XXXXXXXXXXXXXXXXXXXX
20XX**

Awards Committee Action

The selection of a single winner will be made annually by the Department Associate Member of the Year Committee/Society (which consists of past Department Associate Member of the Year awardees).

In the event of a tie, as the ex-officio member of the Department Awards Committee, the current Department Commandant will decide the winner. Also, since the Department Associate Member of the Year nominee deadline for submissions is 15April prior to the awarding year's Department Convention (the awarding year is 16April-15April) the voting for the Department Associate Member of the Year winner will be closed on 15May prior to that year's Department Convention, to allow sufficient time for acquisition and preparation of the necessary awards.

Presentation

The Department Associate Member of the Year award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee.

I. Department MOY and AMOY Societies

The Department Marine of the Year (MOY) and Associate Member (AMOY) of the Year Societies shall be comprised of past recipients of the Department Marine of the Year and Department Associate Member of the Year, respectively.

The Chairman of each of these committees shall be the most recent recipient of their respective award. In the event the most recent recipient is not available (or not willing to serve as Chairman), the next most recent recipient will assume the position as Chairman ("and so on...").

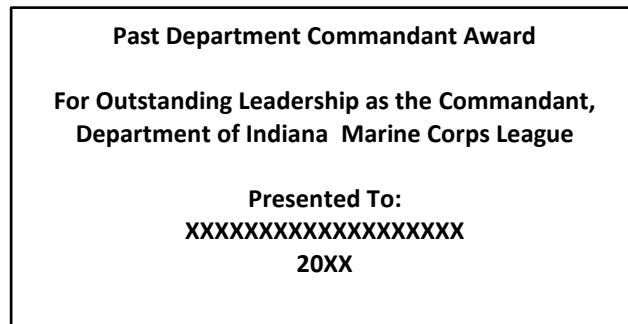
J. Past Department Commandant Award(s)

General Information and Criteria

This award is presented to each Department Commandant upon successful completion of his/her tour of duty at the helm of the Department of Indiana Marine Corps League. (In various forms, this award may be earned more than once).

Award

The award consists of a plaque with the Eagle, Globe, and Anchor; historically, engraving for the award has been as shown below:



Department Awards Committee Action

A Past Department Commandant Medal and Past Department Commandant lapel pin will accompany the plaque. The medal and lapel pin will be presented only once. In the event of subsequent eligibility, gold star(s) will be awarded as appropriate.

For those Department Commandants serving more than one term, a suitable memento will be awarded each year.

Presentation

The Past Department Commandant award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Jr. Past Commandant, another Past Department Commandant, or his/her designee.

K. Renbarger-Wukitsch Paymaster/Adjutant Leadership Award

General Information

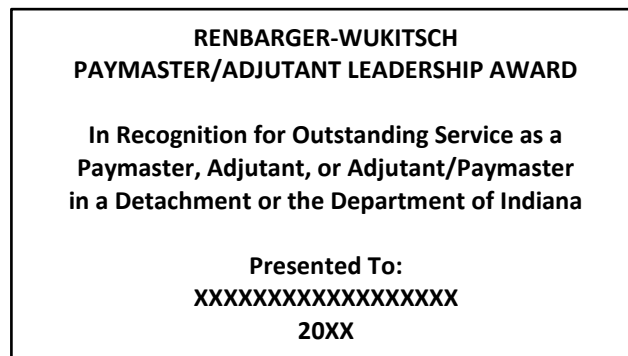
This award, formerly the “Richard E. Renbarger Paymaster of the Year Award”, was broadened in 2023 and renamed, in honor of and to include Marine Michael R. Wukitsch, a long-serving Department of Indiana Adjutant. This award now recognizes the outstanding contributions and leadership of a Paymaster, Adjutant or Adjutant/Paymaster serving in a Detachment or Department capacity.

Nomination Criteria

- a) The nominee must, at the time of nomination, be a member in good standing for a minimum of one year in a detachment (in good standing) within the Department of Indiana Marine Corps League.
- b) The nominee must, at the time of nomination, not be delinquent in any Department of Indiana reporting requirements for their office(s).

Award

The award will consist of a plaque with the Eagle, Globe, and Anchor, suitably engraved, identifying the recipient’s name and year the award was earned. Historically, the engraving for the award has been as shown below:



Department Awards Committee Action:

The selection of a single winner will be made annually by past recipients (including recipients of the former Richard E. Renbarger Paymaster of the Year Award), with input from the current Department Paymaster and the Department Adjutant.

Presentation:

The Renbarger-Wukitsch Paymaster/Adjutant Leadership Award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee.

L. Department Commandant's Special Award(s)

General Information

The Department Commandant's Special Award authority is not a duplication or replacement of any awards found in this manual. The Department Commandant will not personally bear the expense of these awards.

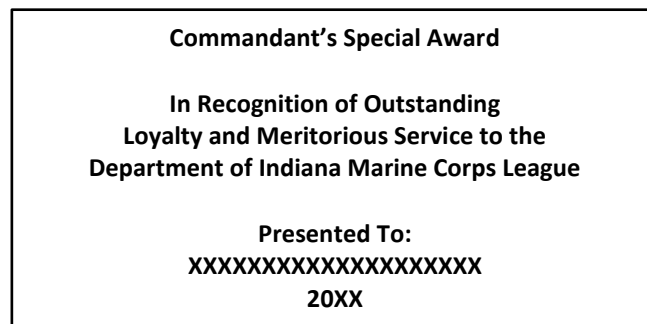
Nomination Criteria

- d) The Department Commandant has the authority, without prior notification to the department membership, to issue in the name of the Department of Indiana Marine Corps League, awards as he/she deems necessary for the Good of the League. The recipient must be a member in good standing for a minimum of one year in a detachment (in good standing) within the Department of Indiana Marine Corps League.

In doing so, the Department Commandant is also responsible for upholding the decorum, good taste, and positive reflection of the United States Marine Corps and the Marine Corps League in the execution of his/her judgment when using this authority.

Award

These awards may be in the form of medals, citations, certificates, plaques, trophies, and/or mementos as he/she deems appropriate to support the best interest of the Department of Indiana Marine Corps League. Historically, the engraving for plaque awards has been as shown below:



Department Awards Committee Action

The Department Awards Committee, in collaboration with the Department Commandant, collectively or individually, will- in good faith and to the best of their ability- acquire, prepare, and administer these awards as directed by the Department Commandant.

Presentation

Typically, these awards will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee. However, these awards may be administered throughout the year, depending on the occasion, timing, type of award, etc., at the discretion of the Department Commandant.

M. The Edward W. Storck Memorial “Semper Fidelis” Award

General Information

For almost 20 years the Department of Indiana Marine Corps League was blessed with one of the best, most competent paymasters that ever balanced a financial record- **Marine Edward W. Storck**, a charter member of the Fort Miami Detachment, Fort Wayne, Indiana.

In 1995, Marine Storck was diagnosed with terminal cancer. That same year, upon the recommendation of the Department of Indiana Awards Committee, the Department Commandant authorized the creation of this award for annual presentation. Ed Storck received the first award at the 1995 Department of Indiana Annual convention.

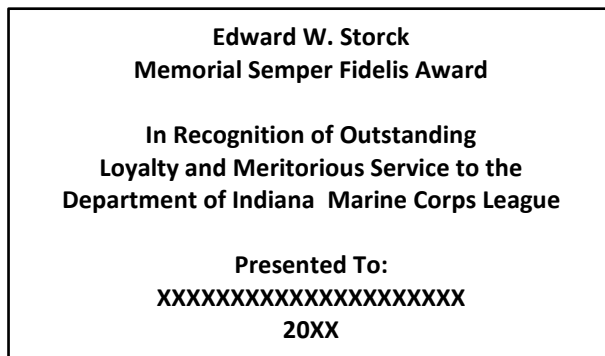
Nomination Criteria

The criteria for this prestigious award is as simple as its title: **Semper Fidelis** (Always Faithful)
The Edward W. Storck “Semper Fidelis” Award is to be given by the current Department Commandant to a deserving member of the Marine Corps League who has devoted much time and energy over the years as an outstanding member that has shown outstanding loyalty and meritorious service to the Department of Indiana. The recipient must be a member in good standing for a minimum of one year in a detachment (in good standing) within the Department of Indiana Marine Corps League.

An individual may be the recipient of this award **only once**.

Award

The award is a plaque with the Eagle, Globe, and Anchor affixed; historically, the engraving for the award has been as shown below:



Department Awards Committee Action:

The Department Awards Committee, in collaboration with the Department Commandant, collectively or individually, will- in good faith and to the best of their ability- acquire, prepare, and administer these awards as directed by the Department Commandant.

Presentation:

If awarded, the Edward W. Storck Memorial “Semper Fidelis” Award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee.

N. Department Paymaster/Adjutant of the Year, Department Adjutant Emeritus, and Honorary Past Department Commandant Distinction

In 2018, the “Richard E. Renbarger Paymaster of the Year Award” was created and awarded to its first recipient, Department Paymaster Richard E. Renbarger, in recognition of his long and faithful service as the Department of Indiana Paymaster.

In 2023, in addition to the creation & renaming of the “Richard E. Renbarger Paymaster of the Year Award” to the “Renbarger-Wukitsch Paymaster/Adjutant Leadership Award”, the Department of Indiana Marine Corps League Board of Trustees passed a motion to also bestow the title of Department Adjutant Emeritus upon the long-serving former Department Adjutant Michael R. Wukitsch.

Marine Wukitsch redefined the role of Department Adjutant during his tenure and the Department of Indiana is grateful for the dedication, integrity, and professionalism which he brought to the position. Future awards are authorized as deemed appropriate by the Department Commandant and Department Awards Committee.

In 2024, in similar fashion, a motion was passed to bestow the title of Honorary Past Department Commandant upon Marine Patrick F. Moriarty II, Southern Indiana Leathernecks Detachment 931, Jasper, Indiana. Marine Moriarty has been a faithful and long-serving Marine Corps League member at both the Detachment and Department levels and is an inspiration to all those who know him. Future awards are authorized as deemed appropriate by the Department Commandant and Department Awards Committee.

O. Department Recruiter of the Year Award

General Information

Refer to the current edition of the National Administrative Procedures, Enclosure Four; depending upon the number of new members recruited and other criteria, a nominee may also be eligible for a National Recruiting Award. If so, it is the responsibility of the *Detachment* (Detachment Commandant and Detachment Adjutant/Paymaster) to submit the appropriate form/documentation to the National Junior Vice Commandant- it is NOT the *Department's* responsibility. Also, the deadline for submission to National is different than the Department submission deadline.

Detachment created and maintained documentation must clearly identify new members, their recruitment dates, their sponsor (if applicable), and a tally of how many new members a recruiter has to his/her credit for the specified timeframe of the award. This must be available to the Department Awards Committee for verification purposes to aid in determining the award submission's validity.

Nomination Criteria

Refer to the current edition of the National Administrative Procedures, Enclosure Four. Additionally:

- a) The nominee must be a member in good standing in a detachment (in good standing) within the Department of Indiana Marine Corps League for at least one year.
- b) The nominee must have, in the awarding period (see below), recruited a minimum of five new members for the Marine Corps League. A delinquent member re-instated due to the effort of the nominee is considered a new member for the sake of this award. A "normal" renewal will not be considered, regardless of the nominee's effort(s) to keep a member aboard.
- c) The recruited member need not be a member of the recruiter's (nominee's) detachment. However, the membership application along with the dues assessment must have been processed at the detachment level.
- d) The recruiting period shall be 16April-15April annually.

Award

The award will consist of a Certificate identifying the name "Department Recruiter of the Year Award", the recipient's name, and the timeframe for which the award was earned. It is the responsibility of the recipient(s) for obtaining authorized medal(s), ribbon(s), and/or device(s).

Department Awards Committee Action

Selection will be made based on the highest number of new members recruited. In the event of a tie, a duplicate award is authorized.

Presentation

If presented, the Department Recruiter of the Year Award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Department Commandant or his/her designee.

P. Department Meritorious Unit Commendation (Dept MUC)

Q. Individual Meritorious Commendation (IMC)

General Information

For both of these awards, please refer to the current edition of the National Administrative Procedures, Enclosure Four for further guidance.

Nomination Criteria

- a) Dept MUC- individual detachments may submit a letter of nomination on their own behalf for this award, detailing their belief of its justification. The Department Commandant and/or the Department Awards Committee may also recommend a detachment(s) for this award.
- b) IMC- nominees have historically been at the discretion of the Department Commandant and/or the Department Awards Committee, however a Detachment Commandant may submit a nomination for a member (or members) to the Department Commandant via the Department Awards Committee.

Award

Both the Dept MUC and IMC awards , at the department level, have historically been “certificate only” awards. When the Dept MUC is awarded, a streamer is also presented for display on the Detachment Colors . Authorized medals, ribbons and/or devices for these awards are the responsibility of the receiving detachment/ member.

Department Awards Committee Action

The Department Commandant and Department Awards Committee will consider the nominations and respond accordingly dependent upon the approval or denial of the award(s).

Presentation

Historically, presentation has typically been during the Department Convention business session, however one or both awards can be presented at any time deemed appropriate by the Department Commandant.

R. Distinguished Citizen Award (certificate)- Silver or Bronze

General Information

This award may be presented at two levels- silver and bronze. Quoting the current text, it is awarded “in appreciation and gratitude for meritorious service in the interests of the United States of America, the United States Marine Corps and the Marine Corps League.” Refer to the current edition of the National Administrative Procedures, Enclosure Four for further guidance.

Nomination Criteria

Criteria for this award is at the discretion of the Department Commandant.

Award

The award (either level- silver or bronze), when awarded at the department level, has historically been a “certificate only” award, lettered appropriately for the silver or bronze level. Authorized medals, ribbons, and/or devices are the responsibility of the awardee.

Department Awards Committee Action

The Dept Awards Committee prepares the certificate for signature.

Presentation

Historically, presentation has typically been during the Department Convention business session, however it can be presented at any time deemed appropriate by the Department Commandant.

S. Distinguished Service Award (certificate)

General Information

Quoting the text of the current certificate, it is awarded “in appreciation and gratitude for meritorious service in the interests of the United States of America, the United States Marine Corps and the Marine Corps League.” Refer to the current edition of the National Administrative Procedures, Enclosure Four for further guidance.

Nomination Criteria

Criteria for this award (at the department level) is at the discretion of the Department Commandant.

Award

The award, when awarded at the department level, has historically been a “certificate only” award. Authorized medals, ribbons, and/or devices are the responsibility of the awardee.

Department Awards Committee Action

The Department Awards Committee prepares the certificate for signature.

Presentation

Historically, presentation has typically been during the Department Convention business session, however it can be presented at any time deemed appropriate by the Department Commandant.

T. “Other” Certificates- various

General Information

Many certificates exist that are authorized for distribution to both Marine Corps League members/detachments as well as individuals/businesses outside the Marine Corps League. Most, if not all, are authorized for presentation/distribution at the detachment level, also.

Nomination Criteria

Nomination criteria is dependent upon the type of certificate being considered. The awarding authority is expected to exercise good judgment, keeping in mind the highest ideals of the Marine Corps and the Marine Corps League.

Award

The award is typically a “certificate only” award. (Dependent upon the cost and desires of the awarding entity, the Semper Fi Store also offers- for purchase- red presentation folders to further enhance the award’s presentation).

Examples of “other” certificates (refer to the “Semper Fi Store”, found on the Marine Corps League national website, at <https://mcleaguelibrary.org>) include:

- Certification of Appreciation- blank- can “customize” to fit the occasion
- Certificate of Appreciation for Loyalty and Patriotism to Our Country as exemplified by XXXXXXXX
- Certificate of Appreciation for Loyalty and Patriotism to Our Country as exemplified by Publicly and Proudly Displaying the United States Flag
- Eagle Scout Good Citizenship Award
- Life Member Certificate
- Individual Meritorious Commendation
- Honorary Membership

Department Awards Committee Action

As directed by the Department Commandant (or the Department Awards Committee itself), certificates- for department level awards- are prepared for signature and presentation.

Presentation

The certificate presentation(s) will vary depending on the circumstances associated with each award.

Military Order of the Devil Dogs (MODD) Pack of Indiana Awards

U. Pack Dog of the Year Award

General Information

The Pack Dog of the Year is the most prestigious award presented at the Pack (Department) level of the MODD.

Nomination Criteria

- a) The nominee must be a MODD member in good standing within the Pack of Indiana
- b) The selection criteria may not differ from the criteria of the Kennel (per the current edition of the MODD Constitution and Bylaws, Section 417; see Note 1)

Award

The medal is a bronze cross on red ribbon with small Devil Dog affixed; the ribbon is red with small Devil Dog affixed. A plaque (obtained from the Kennel) is presented annually

Department Awards Committee Action

The Department Awards Committee defers to the Pack of Indiana MODD with regard to recipient selection and preparation of the award.

Presentation

The Pack Dog of the Year award will be presented at the annual banquet which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Worthy Pack Leader of the Indiana Pack of the MODD or his/her designee.

V. Pack Leader Meritorious Commendation- Individual

General Information

The Pack Leader Meritorious Commendation (Individual) is awarded for exceptionally meritorious service to the Pack.

Nomination Criteria

Awarded at the discretion of the Worthy Pack Leader.

Award

The ribbon is green with a narrow red stripe in the center, flanked by two gold stripes. A Certificate will be presented.

Department Awards Committee Action

The Department Awards Committee defers to the Pack of Indiana MODD with regard to recipient selection and preparation of the award.

Presentation

The Pack Leader Meritorious Commendation (Individual) award will be presented at the annual Growl which coincides with the Department of Indiana Marine Corps League Department Convention; the presenter will be the Worthy Pack Leader of the Indiana Pack of the MODD or his/her designee.

W. Pack Leader Appreciation Commendation

General Information

The Pack Leader Appreciation Commendation is awarded for meritorious service to the Pack.

Nomination Criteria

Nominations are directed to the Worthy Pack Leader and awarded at the discretion of the Worthy Pack Leader.

Award

Award is a Certificate.

Department Awards Committee Action

The Department Awards Committee defers to the Indiana Pack MODD with regard to the recipient selection and preparation of the award.

Presentation

Pack Leader Appreciation Commendation award will be presented during a growl by the Worthy Pack Leader of the Indiana Pack MODD or his/her designee.

Appendix A

Sample Nomination Letter for Department Marine of the Year/Associate Member of the Year

DETACHMENT LETTERHEAD
ADDRESS
SOMEPLACE, INDIANA

[DATE]

From: Detachment Commandant
To: Department of Indiana Commandant
Via: Department Awards Chairperson

Subject: Department Awards
Reference: Department of Indiana Marine Corps League Awards Manual, June 2025 Edition
Enclosures: See Attached

1. In accordance with the instructions contained in Reference (a), the attached enclosures are hereby submitted for consideration and appropriate action.

Semper Fidelis
/Signature/
Commandant

(Note: The below are sample enclosures shown in a general format and not “chiseled in stone”- common sense should dictate the actual submittal’s format and content)

NOMINEE FOR DEPARTMENT OF INDIANA MARINE CORPS LEAGUER OF THE YEAR

- a. Marine “xxxxxx” is a regular member in good standing of the “xxxxx” Detachment and has been a member since “xxxx”.
- b. Far from being a self-seeker”, Marine “xxxxx” has.....
- c. He/she participates in
- d. Marine “xxxxx” has a well-rounded personality and

A closing statement should then be made in the nominee’s behalf.