

# Chattanooga Area Veterans Council

## 2025 CHARLES H. COOLIDGE AWARD RULES

Each CAVC Veteran Organization may nominate one member of their organization for the Charles H. Coolidge Veteran of the Year Award and each CAVC Associate Organization may nominate one of their Auxiliary/non-veteran members for the Associate of the Year Award.

**Only veterans are eligible for the Veteran of the Year Award.**

**Only non-veterans are eligible for the Associate Award.**

The period covering the award shall be the 2025 calendar year (January through December). Any awards, commendations, achievements and activities that occurred prior to this period shall not be included or considered.

An organization shall submit only one nomination for each award. If multiple candidates are nominated by one organization for any single award, the first nomination received (determined by the date of the email or postmark of postal mail) shall be the only one considered.

The selection committee shall be made up as stated in article VIII, Section 3 of the CAVC Bylaws and shall use existing rules without alteration to judge the nominees. Should clarification of the rules be required, the selection committee shall seek advice from the executive committee. Recommendations for change of the rules for future years may be made in writing to the executive committee.

The current CAVC Chairman will be an ex-officio member of the selection committee and will be the administrator of the award. Therefore, the Chairman will be ineligible for nomination.

All nominations shall be mailed or emailed to the CAVC Coolidge Award Committee Chairman (address listed below) postmarked by the 15th day of February. Late entries will not be considered for the award.

The awards will be announced and presented at the CAVC Awards Banquet.

If no nominations are received for the Veteran Award or Associate Award by the cutoff date, or, in the opinion of the Award Committee, no nominee is deserving of the Coolidge Award, then no Award will be presented for that year.

### **Selection Committee Rules:**

Each member of the selection committee (judge) shall pledge to be fair and impartial and shall rate each nominee on the basis of that person's merits and achievements, without bias, prejudice or favoritism. It is recommended that nominations be emailed to each selection committee member and a point system be used to determine the winner. Each judge independently rates the nominees for each award: his/her first choice gets 1 point, 2<sup>nd</sup> choice gets 2 points, etc. Each committee member emails their decisions to the CAVC Coolidge Award Committee Chairman (named below) who tabulates the totals. The nominee with the lowest point total is the winner of the respective award.

### ***Mail or Email Completed Applications to Arrive No Later Than 15 February, 2026 to:***

Scott Hardin  
328 Brownview Drive  
Chattanooga, TN 37415  
Email: [hshardin@epbfi.com](mailto:hshardin@epbfi.com)  
**Questions?** Call 423-847-7328

## **Charles H. Coolidge Award Nomination Form**

The following guide is provided as assistance in furnishing information on the nominee:

1. Organization: \_\_\_\_\_

Name of organization making nomination

2. Nominee: \_\_\_\_\_

Name of nominee

3. Award: \_\_\_\_\_

(Veteran of the Year OR Associate of the Year)

4. Describe the nominee's contribution to the success of your organization during the past 12 months.

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5. Describe nominee's contributions to other veteran organizations during the past 12 months.

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6. Describe any community service the nominee has performed during the past 12 months.

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7. Describe any honors and/or recognition the nominee received during the past 12 months.

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Continue details on additional pages if needed.

Name & Title: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Person making nomination

Signature: \_\_\_\_\_ Date \_\_\_\_\_