



The John Milton Lee “First to Fire” Memorial Award for Military Service and Achievement

1. GENERAL DESCRIPTION

“The John Milton Lee “First to Fire” Memorial Award for Military Service and Achievement” will be presented to one Active Duty, National Guard or Reserve Component service member who distinguished himself among his peers in military accomplishments or contribution to the benefit of the Nation and Armed Services. Nominees of this award should be, at the minimum:

- a. currently serving, in good standing, in any armed service branch (Army, Air Force, Navy, Marine, or Coast Guard) and service component (Active, National Guard, or Reserves) in the United States Armed Services.
- b. demonstrated outstanding community, fraternal and military leadership.
- c. achieved outstanding military accomplishments among his peers.

2. ELIGIBILITY

The nominee must be an Active Component, National Guard or Reserve Component member, regardless of rank, from any branch of the military service:

- a. must be in good standing in the Armed Services (no criminal or military legal action taken against nominee during evaluation period).
- b. must be in good financial standing at all levels of the Fraternity.

3. NOMINATION PROCESS

Any chapter can select and forward only one nomination to their Province Achievement and Awards committee. The nomination for this award must be approved in a formal meeting of the local Chapter, and will occur during the year of the Grand Chapter Meeting:

- a. nomination of candidate should be based on the candidate’s eligibility requirements, strength of application, and any additional methods of selection process deem appropriate by its award committee (i.e., phone/face-to-face interview, membership vote, etc.).
- b. the chapter will then forward nominee’s application to their Province Achievements and Awards Committee for evaluation and decision.



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- c. the Province Committee shall select one candidate among its local chapter candidates and forward to Grand Chapter for evaluation and decision. Province shall determine its nomination based on eligibility requirements, strength of candidate’s application, and additional methods of selection process deem appropriate by the committee (i.e., phone/face-to-face interview, membership vote, etc.)
 - d. the Grand Chapter will designate a committee to evaluate Provinces’ nominee applications and select one winner.
 - e. the committee with determined one winner 90 days prior to Grand Chapter Meeting. Winner will immediately be notified upon selection.
 - f. the winner will be recognized at the Grand Chapter Meeting at a time/location to be determined.

4. APPLICATION PACKAGE

The nominee’s application packet will initially emanate from the local Chapter with a resolution approving the nomination:

- a. the completed nominee’s application form must be supported with documentation.
- b. a transmittal letter from the Chapter and Provisional Polemarchs’ must be included with application when forward to the Grand Chapter Awards Committee for evaluations.
- c. chapter shall submit a 2-3 page narrative about the nominee’s accomplishments and why he should be considered for the award.
- d. submission of a digital color photo (waist-high, jpeg format) of nominee in Kappa Blazer and tie.

5. AREAS TO BE JUDGED

As stated in the general description of this award, nominees should be judge on their military accomplishments and standings in their respective services. In addition, chapter committees should consider the nominee’s standings and contribution to their respective chapter and community which are reflective of his obligations as a civilian-servant/military leader. Key areas of consideration:

- a. military activities/accomplishments/standing. Examples of achievements include:
 1. selected first African American Commander for the US Army Cyber Command.



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2. selected to as Navy War College Fellow.
 3. served as test pilot for US Air Force and NASA training program.
- b. fraternal/community service accomplishments and contributions. Examples of achievements include:
1. served as Chapter Polemarch for 2016-2017.
 2. led chapter fundraiser to support St. Jude’s Hospital; raised \$25K in six weeks.
 3. served as member of the Mayor’s community initiative board.
- c. other considerations include leadership positions/participation in government, business and or academics.

6. THE AWARD

Winner and nominees of “The John Milton Lee “First to Fire” Memorial Award for Military Service and Achievement” will be recognized for their accomplishments. Winners will be recognized by a token of recognition:

- a. local/province chapters - Suitable wood-based plaques or certificate commemorating this accomplishment.
- b. Grand Chapter – determined by Awards committee per guidance of Grand Polemarch or designated representative for oversight of this award.



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PETITION

Date _____

To _____, Achievements and Awards Committee

Address City/State Zip Code

From _____ Polemarch _____

Chapter _____ College/University _____

Address City/State Zip Code

RE: Brother _____

Address City/State Zip Code

Signatures

Polemarch _____
Name (Please type) Signature

Phone _____

Keeper of Records _____
Name (Please type) Signature

Advisor _____
Name (please type) Signature

Phone _____

Chapter Province

KAPPA ALPHA PSI FRATERNITY, INC.



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NOMINATION PACKET

Name _____ Date _____

Address _____ City/State _____ Zip Code _____

Phone _____ Email Address _____

Branch of Service _____ Component (Active/Guard/Reserve) _____

NOMINEE’S ACCOMPLISHMENTS

(Please attach a 2 to 3 page narrative/ double spaced)