

COMMITTEE DESCRIPTION

507.1.11 Recognition and Awards Committee - The Recognition and Awards Committee shall promote recognition of service to USMS. The committee shall review and approve proposals for all official USMS service awards and ensure that a history of all service awards is maintained. The committee shall be involved in determining method of recognition and recipient selection when appropriate. The committee shall consist of the committee chair, at least four Ransom J. Arthur award recipients, and sufficient other members to execute the committee function. The committee should include representatives from other committees that present service awards.

POLICIES

A. Policies regarding committee business and all USMS awards for service

1. Committee votes made outside of a regular committee meeting shall be reported in the subsequent meeting minutes.
2. The R&A Committee shall ensure that a history of all USMS awards for service is maintained on the USMS website and published in the annual USMS Rule Book.
3. The R&A committee shall rely on the specific committee or group presenting an award for information about the recipient that can be included on the website.
4. Nomination forms and details for all awards shall be available at www.usms.org/volunteer-central/awards/.
5. A "Call for Nominations" shall be published in USMS publications including, but not limited to, *SWIMMER Magazine* and *Streamlines*.

B. Policies regarding the acceptance of a new USMS National award

1. A USMS member, club, LMSC, committee, or other group that wishes to develop, create, or initiate a new USMS National award may submit a proposal.
2. The Award Proposal Form shall be submitted electronically to the USMS R&A Committee Chair.
3. The USMS R&A committee shall review the proposal, request additional information and/or make suggestions as needed, and vote on approval of proposed award.
4. Following the conclusion of action by the R&A committee, the chair shall notify the submitter/s of the committee's decision.

C. Policies regarding the USMS Capt. Ransom J. Arthur M.D. Award (RJA)

1. The Capt. Ransom J. Arthur M.D. Award is U.S. Masters Swimming's most prestigious award. It is presented annually to the person who is recognized to have done the most to further the objectives of Masters Swimming programs over an extended period of time.
2. Established in 1973, the RJA award was intended to be a perpetual award, given first to Ransom Arthur and then subsequently to others in his honor. Ransom was so honored due to his "sacrifice, perseverance and dedication to improving the health of adults in the nation through swimming, that he established the Masters Swimming Program".
3. The following goals and objectives, which are in keeping with the mission statement of USMS, are used as guidelines for nominations:
 - a. Encourage and promote improved physical fitness and health in adults.
 - b. Offer adults the opportunity to participate in a lifelong fitness and/or competitive swimming program.
 - c. Encourage organizations and communities to establish and sponsor Masters Swimming programs.
 - d. Enhance fellowship and camaraderie among Masters Swimmers.
 - e. Stimulate research in the sociology, psychology, and physiology of Masters Swimmers.
4. The person receiving the award is a volunteer whose contributions at the national, regional, and local levels have been outstanding. He or she may also be an outstanding swimmer, but recognition is specifically given for projects, assignments, or accomplishments that benefit and enhance USMS programs as a whole. The recipient must be a registered member of USMS and the recipient's standing with USMS shall be verified by their local LMSC.
5. LMSCs, the Board of Directors of USMS, committee personnel, and individual members are permitted to submit nominations.

6. A recipient can receive this award only once.
7. Nomination materials are posted on the USMS website and can be obtained from the R&A Committee Chair. The official two-page nomination form must be submitted along with a one-page letter of endorsement with additional information. Electronic submissions are required.
8. Nominations must be submitted to the R&A Committee Chair by March 15.
9. The R&A Committee chair, or their designee/s shall manage the selection process. Those eligible to vote are voting members of the R&A Committee and former recipients of the RJA award whose USMS registration is current. Voters shall receive nomination materials by email, or surface mail when necessary, and shall return their ballots for official tabulation. When more than two nominees are being considered, the voters shall rank their top three choices.
10. Once selected, the Chair shall see that the official award is prepared and notify the USMS President, so he/she can prepare an official speech for the award presentation. If the recipient is entered in the USMS Spring National meet, the award shall be presented at that event. Otherwise, the award shall be presented at a venue in the recipient's LMSC shortly after the decision is made and an award announcement shall be made during the USMS Spring National meet. A framed copy of the President's speech shall be prepared for the recipient as well.
11. A formal "pinning" with the official RJA lapel pin and a formal presentation of the award shall take place at the USMS Annual Meeting.

D. Policies regarding the USMS Dorothy Donnelly Service Award (DDSA)

1. The first USMS Service Awards were instituted and presented in 1997 by then USMS President, Mel Goldstein. In 2000, the award was renamed to honor Dorothy Donnelly.
2. As a volunteer-driven organization, USMS is forever grateful to the hundreds of volunteers who give their time, talent, and expertise to help all phases of our programs. The DDSA is given to those volunteers whose service stands out in its scope and its impact on the program and the USMS members who have benefited from their efforts on the local, regional, and national level. The recipient must be a registered member of USMS.
3. Nominations can come from LMSCs, clubs, and/or individual members.
4. A recipient can receive this award only once.
5. Nominations should be on the official one-page form, citing the reasons the individual deserves recognition and the award.
6. The nomination submission should include:
 - a. The name, address, email and phone information for both nominee and nominator.
 - b. A digital photo of the nominee
 - c. Where the service was performed: local (club or LMSC), zone, national, or any combination thereof. If compensation was received for the service, the amount and type of compensation received should be indicated.
 - d. The impact of the nominee's service (i.e. new programs, improvements or enhancements of ongoing programs, etc.)
 - e. The scope of the service and the number of members who have benefitted.
7. Nomination materials must be submitted to the R&A Committee Chair by July 1.
8. Up to 15 DDSA awards shall be given each year.
9. The selection committee consists of the USMS President, Chair and Vice Chair of the R&A Committee, and two other committee members.
10. The recipients shall receive an enamel pin and a certificate. These awards shall be presented during a House of Delegates meeting at the Annual Meeting.

E. Policies regarding the USMS Club of the Year Award (COYA)

1. Initiated in 2006, the Club of the Year Award recognizes clubs that develop programs that draw people in, support their swimmers, and set standards for other clubs to follow. An exemplary club is one that builds on the Core Objectives of USMS: Serve, Educate, and Build the Membership.
2. The COYA is given in two separate categories: Regional and Local clubs.
3. Nominations can come from LMSCs or club members. If a nomination was made and no award was given to that club, updated nominations are encouraged the following year.

4. Nomination materials are posted on the USMS website and can be obtained from the R&A Committee Chair. The official nomination form must be submitted along with a one-page letter with additional information. Electronic submissions are required.
5. Nominations must be submitted to the R&A Committee Chair by July 1.
6. The selection committee will consist of seven individuals representing the R&A, Coaches, and Fitness Committees along with a VP from the USMS Executive Committee. The committee may choose to select more than one Club of the Year from a category if warranted by the number of applicants and the sizes of the clubs.
7. The Club of the Year Award committee leader shall arrange for the award banners and submit the invoice to the R&A Chair for processing.
8. The awards shall be presented during a House of Delegates meeting at the Annual Meeting.

F. Policies regarding the USMS June Krauser Communications Award (JKCA)

1. The June Krauser Communications Award is presented annually to an individual or group whose communicative efforts have contributed to the growth, improvement, or success of Masters Swimming. The recipient/s must be a registered member/s of USMS.
2. The nomination form can be found on the USMS website or obtained from the R&A Committee Chair.
3. Nomination materials must be submitted to the R&A Committee Chair by July 1.
4. The selection committee shall consist of a minimum of five members with at least two from the R&A Committee plus members representing at least three other USMS committees.
5. The chair of the selection committee shall arrange for the preparation of the award and submit the invoice to the R&A Chair for processing.
6. The award shall be presented during a House of Delegates meeting at the Annual Meeting.

G. Policies regarding USMS awards given by other committees and groups

1. Coach of the Year award: The USMS Coaches Committee shall maintain criteria and select the recipient. The award shall be presented at the USMS Annual Meeting or an appropriate event selected by the Coaches Committee.
2. Kerry O'Brien Coaches Award: The USMS Coaches committee shall maintain criteria and select the recipients. The awards shall be presented at a meeting of the House of Delegates at the Annual Meeting.
3. Fitness Award: The USMS Fitness Committee shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.
4. National Championship Meets Award: Representatives of Raleigh Area Masters and the USMS Championship Committee shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.
5. F.H. "Ted" Haartz USMS Staff Appreciation Award: The National Office staff shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.
6. Open Water Service Award: The USMS Open Water Committee shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.
7. Officials Excellence Award: The USMS Officials Committee shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.
8. Long Distance National Championship Award: The USMS Long Distance Committee shall maintain criteria and select the recipient. The award shall be presented at a meeting of the House of Delegates at the Annual Meeting.

H. Policies regarding Masters International Swimming Hall of Fame (MISHOF) recognition

1. The MISHOF is maintained within the International Swimming Hall of Fame in Fort Lauderdale, FL. The purpose of MISHOF is to recognize participants in Masters aquatic sports for their achievements as outstanding competitors and contributors to Masters with a goal of inspiring every adult to live an active and healthy lifestyle.
2. It is the role of the USMS R&A Committee to ensure that qualified USMS members are submitted as candidates for several of the aquatic categories: Open Water Swimming, Coaches, and Contributors. Candidates for the Swimming category are selected on a point system under the control of the ISHOF.

3. The R&A Committee shall maintain a list on the USMS Awards page of all USMS members inducted into MISHOF.

I. Policies regarding International Swimming Hall of Fame (ISHOF) recognition

1. The ISHOF is a not-for-profit educational organization located in Fort Lauderdale, FL. The ISHOF mission is to “promote the benefits and importance of swimming as a key to fitness, good health, quality of life, and the water safety of children.

2. It is the role of the USMS R&A Committee to ensure that qualified USMS members are submitted as candidates for several of the aquatic categories: Open Water Swimming, Coaches, and Contributors.

3. Candidates for the Masters Swimming category must first be inducted into MISHOF and then they are selected on a continuing point system under the control of ISHOF.

4. The R&A Committee shall maintain a list on the USMS Awards page of all USMS members inducted into ISHOF.

Approved: March 2012

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