

**KNIGHTS OF COLUMBUS
LETTERHEAD**

MEMORANDUM

**TO: VICE SUPREME MASTERS
DISTRICT MASTERS**

**FROM: SUPREME COUNCIL DEPARTMENT OF FRATERNAL
SERVICES**

**RE: KNIGHTS OF COLUMBUS, VETERANS AFFAIRS VOLUNTARY
SERVICES (VAVS), NATIONAL ADVISORY COMMITTEE
(NAC) AND VOLUNTEER OF THE YEAR AWARD**

DATE:

This VAVS NAC program is designed for the NAC to recognize and honor members who have given extraordinary service to our nation's veterans. Nominations for this award must be made by NAC member organizations with emphasis on VAVS representatives, deputy representatives, and members who visit VA medical centers, nursing homes, etc. **Nominees must participate in established VAVS assignments and serve as a Regularly Scheduled (RS) volunteer.** There will be two recipients, one male and one female, per year.

To select the Knights of Columbus nominees for the VAVS NAC award, we will use the NAC defined criteria to select the Knights of Columbus Male and Female VAVS Volunteer of the year. Nominees must serve as a VAVS RS volunteer and meet one or more of the following criteria:

- Volunteer with hospitalized veterans in VAMCs
- Volunteer with veterans at outpatient Clinics
- Volunteer with veterans in Nursing Homes
- Volunteer with homeless veterans
- Volunteer with veterans, veterans groups, Knights of Columbus councils or assemblies in the community
- Host veterans functions in Council homes, facilities, e.g. Veterans Day, 4th of July - that qualify as VAVS assignments

- Host veterans outside the Council home or facilities, e.g. fishing trips, sporting events, day at the races, etc. - that qualify as VAVS assignments
- Visit veterans confined to their homes as a VAVS assignment
- Adopt-A-Veteran

Masters will select a district male and female VAVS Volunteer of the Year and forward it to the Vice Supreme Master for selection of the Provincial VAVS Volunteers of the Year.

The Vice Supreme Masters will then forward their provincial winners to the Supreme Master for final selection of the Knights of Columbus Male and Female Volunteer of the Year. These KofC winners will then be forwarded to the VAVS NAC as the KofC nominees for the NAC awards. **Nominations must be submitted in narrative format not to exceed 500 words. Attached is the NAC selection worksheet to assist in developing the narrative.** To meet the VAVS Executive Committee Chairman's deadline of February 15, 2008 for submission of the NAC organization nominees, the following deadlines are established: No later than

December 14 Masters should submit the district winners to VSM

January 11 VSM should submit his provincial winner to the Supreme Master

Supreme Master will make the selection to meet the February 15 deadline

Subsequent to this selection, the Order's nominations to the VAVS Executive Committee Chairman will be prepared in accordance with established NAC format and forwarded to meet the February 28 deadline. The NAC Selection Committee, assisted by the Executive Committee will select the winners. The awardees will be presented with a suitably inscribed plaque at the annual meeting for the NAC on April 9-12, 2008.

The Supreme Master will determine the suitable award (e.g. plaque, trophy) to be presented to the Order's male and female volunteer of the year. District and provincial winners will receive a handsomely designed certificate.

The Order is blessed with over 800 dedicated fully scheduled volunteers in over 125 VAMCs and VA facilities. Each Master and Vice Supreme Master is strongly urged and encouraged to give this new KofC award high visibility and select truly deserving volunteers to compete with the many dedicated volunteers from the other NAC member organizations.

Cc: Joe Schultz, Supreme Master
 Chuck Gallina, VAVS National Rep
 Attachment