

## **NSCA Awards – Policies and Procedures Revised 4/10/2024**

1. NSCA shall publicize awards via the Bulletin and the NSCA website. These Policies and Procedures shall also be posted on the website for ready access by all members.
2. Applications or nominations will be collected and held by the Awards Committee Chairperson for the annual review and scoring process. Applications or nominations will be accepted from May 1 through June 30 (postmark) of each calendar year. Incomplete packets will be returned to the packet submitter by the Awards Chair. The packet submitter may resubmit their packet when completed. June 30 postmark deadline must still be met for packet consideration.
3. Upon receipt of completed application/nomination packets, applicants or nominees shall be notified of packet receipt from the Awards Committee Chairperson.
4. The annual review and scoring process will occur after July 15 of each calendar year.
5. Complete packets will be forwarded to all Awards Committee members for review. Nominees for awards must have met the award's prerequisites (current member of NSCA in good standing) and demonstrated the award qualifications within the previous calendar year.
6. Each member of the Awards Committee will review submitted packets and complete appropriate scoresheets. The final scores for all nominees will be forwarded to the Awards Committee Chairperson.
7. In the event of a tie score, the NSCA Board of Directors will decide if more than one award is to be given within a category or select the single recipient of the award based on a review of the packet contents.
8. The committee chair will submit a list of awardees to the Board liaison for review, prior to finalizing the ordering of plaques and printing certificates.
9. Awards will be presented annually at the NSCA National Awards Banquet. Every award need not be presented annually, only those awards where a packet has been received or the qualifications have been met will be presented. Awardees must be present to be recognized at the Banquet.
10. All NSCA members are eligible for NSCA Awards if they meet the award's qualifications, including committee members and BOD.

11. A list of the award recipients will be published in the Shiba ENews, or other club publication and posted on the NSCA website.

### **Guidelines for New Awards**

1. New award categories may be suggested by NSCA members or regional clubs via written proposal. The written proposal shall include:
  - a. A proposed award title and description of the award's concept.
  - b. A description of the potential award recipients.
  - c. Any prerequisites for receiving the award (NSCA membership, specific event, etc.)
  - d. Scoring criteria.
  - e. A statement describing congruence of this proposed award with NSCA's mission, vision and values.
  
2. The proposal will be forwarded to the Awards Committee for review. The Awards Committee will:
  - a. Review the proposal and compare it to currently existing awards to avoid redundancy.
  - b. Suggest changes as necessary to bring the proposed award's prerequisites and qualifications in line with current awards.
  - c. Forward the proposal to the NSCA BOD with a recommendation and rationale for accepting or rejecting the proposed award.  
NOTE: All proposals will be forwarded to the BOD for consideration, even those the Awards Committee recommends against accepting.
  
3. The NSCA Board shall approve or reject the proposed award and communicate this decision back to the Awards Committee. The Awards Committee Chairperson will communicate the decision to the originator of the award proposal.
  
4. New award categories will be announced in the NSCA Bulletin as soon as step 3 above has been completed. The award will be added to the Awards Program the following January and eligibility will begin that calendar year.

### **Budget**

The Awards Committee has a budget of \$1,000 per year. The Awards for the stated programs including Junior Awards, Bred-By Exhibitor medallions and the AKC Invitational come out of this budget.

In the case of multiple owners, additional plaques may be ordered at the expense of the owner(s).