

# **Armed Forces Merit Award**

## **Presented by the Football Writers Association of America**

### **Frequently Asked Questions**

- **Candidates**
  - **Candidate requirements** - The Armed Forces Merit Award will be presented by the Football Writers Association of America (FWAA) in conjunction with the Bell Helicopter Armed Forces Bowl (BHAFB). The award recipient will be officially announced annually on Veteran's Day. The award will be presented to an individual and/or a group who have created, developed and produced a program within the realm of the sport of football that provides care, concern and support for past or present members of the United States Armed Forces and/or their families.
  - **How will we collect candidate/nominee names?** - Nominations will be accepted from various groups associated with the sport of football, including the Football Writers Association of America, American Football Coaches Association, The College Sports Information Directors of America, The National Association of Collegiate Directors of Athletics, The National Football Foundation & College Hall of Fame and USA Football. Nominations will be submitted to the Bell Helicopter Armed Forces Bowl office and coordinated by the Media Operations staff.
  
- **2012 Selection process**
  - **Timeline** - June through November 2012.
  - **Nomination dates** - Nominations will be accepted in June, July, August and September 2012.
  - **Voting dates** (ballots issued, deadlines, etc.) - October 2012.
  - **Who oversees this?** – BHAFB Media Operations Director, Tim Simmons and the Media Operations Staff.
  - **Nomination review?** - Tim Simmons will review all nominations to assure that information is complete and valid. Simmons will then provide a "brief" summary of all nominations to the selection committee. The committee will then identify the top five nominations for further in-depth review and consideration.
  - **Is there a dedicated selection committee?** - Yes. The selection committee will include five members from the FWAA along with two Bell Helicopter Armed Forces Bowl staff members.
  
- **2012 Voting guidelines**
  - **Who votes?** - The Selection committee members.
  - **How are ballots distributed?** - The top five nominations will be distributed via email to the selection committee members.
  - **Ballot** - The final list of nominees will be distributed to the selection committee with each member ranking their top three choices (3 points for top-ranked nominee, 2 points for second-ranked nominee and 1 point for third-ranked nominee).
  - **How will selection be communicated to winner?** – BHAFB & FWAA representatives will do this in conjunction via telephone and formal letter
  - **Who is collecting and tabulating the votes?** - BHAFB & FWAA will do this in conjunction.
  
- **2012 Recipient**
  - **How/when will this be announced?** - Via joint Bell Helicopter Armed Forces Bowl and FWAA news release on Veterans Day, Monday, November 12, 2012.
  - **How/where will the winner be recognized?**
    - Via a November 12 news release.
    - Bell Helicopter Armed Forces Bowl web site and social media.
    - FWAA web site.
    - Bell Helicopter Armed Forces Bowl program article.
    - Additional BHAFB week opportunities may be presented to recipient.
  - **What is expected from the winner?**
    - Available for media interviews from November 12 through the completion of the bowl game.
    - Attendance at any functions required for the acceptance of the award.
  
- **Responsibilities**
  - **Football Writers Association of America?**
    - The FWAA will identify five selection committee members.
    - A FWAA member will present the Armed Forces Bowl Merit Award at TBD location
  - **Bell Helicopter Armed Forces Bowl?**
    - BHAFB Media Operations Director Tim Simmons and the media operations staff will coordinate the Armed Forces Merit Award program process.
    - The BHAFB will identify two selection committee members.
    - Provide transportation (airfare and local) and lodging as needed for the award recipient. Create and cover the cost of the award.
    - A member of the bowl's media operations staff will host the recipient.
  - **Joint?**
    - The BHAFB and the FWAA will co-announce the creation of the Armed Forces Merit Award in June.
    - The BHAFB and the FWAA will co-announce the recipient in November.
  - **American Football Coaches Association, College Sports Information Directors of America, National Association of Collegiate Directors of Athletics, National Football Foundation & College Hall of Fame and USA Football?**
    - Announce the creation of the Armed Forces Merit Award via the association's web site.
    - Inform their association's membership of the award and nomination process.
    - Announce the 2012 recipient via the association's web site.