



Submission Process

Adult Recognition Submission Process

After studying the criteria and determining the award you wish to recommend, please follow this procedure:

1. Gather information related to criteria for the award for which you want to nominate the volunteer. You may need to talk to others in your troop or service unit to ensure you have gathered enough information for the nomination. If the award requires an endorsement letter, contact references and share the award criteria and online endorsement form link with them.
2. Complete the online nomination form for the Adult Recognition Award for which you are nominating the volunteer. All online nomination forms can be found on GSNI's Recognition page. Nominations are due by February 1, 2025, at 11:59 p.m. Nominations requiring an endorsement form/letter will not be considered submitted until both have been received.
3. The GSNI Recognition Committee reviews all nominations and approves them before forwarding them to GSNI's Board of Directors for final approval. A decision letter will be sent to the nominator, and an approval letter will be sent to the nominee.

The time frame for this nomination term is for services performed from October 1, 2023 - present. Please note, some of the higher awards will ask for information prior to this time frame.

Tips for Nominating/Recommending Candidates

- Remember that candidates are nominated for council-level awards based on their achievements from the previous membership year to the present; for example to recognize a candidate's accomplishments from the 2024 membership year (October 2023 - present), that candidate would need to be nominated by the cut-off date for the spring Volunteer Recognition Ceremony in 2025
- Consult the Past Awardee Lists by Award, to see if the candidate you wish to nominate has received a particular award before: an individual may only receive any given council-level award once. Committees or Council Groups may receive the President's Award every 3 years
- Each Nomination Form must offer a distinct perspective on the candidate's suitability for the award - do not copy text from the candidate's other Nomination Forms
- Only one candidate may be nominated per submission on the online nomination form