**EARLE R. WILCOX MEMORIAL NATIONAL**

**AND INDIVIDUAL ACHIEVEMENT AWARDS**

**GENERAL RULES**

(Established 12/19/86, Updated 10/18/22)

1. 1.An individual may receive only one ***National*** award during his or her lifetime.
2. If an individual received an ***Individual*** achievement award, there is a waiting period of five (5) years before the same individual can be nominated for, and receive, a second achievement award.
3. An individual may be nominated for an Individual Award, a National Award, or both.
4. Nominators will be notified of the committee’s decision.

**SELECTING AN INDIVIDUAL:**

Award recipients will be selected by the Intertribal Timber Council Awards Committee based on the criteria listed at the end of the Nomination form (page 4). Generally, nominees should have:

1. Made significant professional contributions to Indian forestry, fire, and/or natural resources.
2. Motivated or inspired others to perform and exceed in the performance of their duties.
3. Demonstrated outstanding competence, innovation, or creativity.
4. Been instrumental in influencing natural resources management.

**NATIONAL AWARD:**

There will be no more than one national achievement award per year. This award shall be presented to an individual who has made a significant nationwide contribution to Indian forestry, fire, and/or natural resources.

**INDIVIDUAL ACHIEVEMENT AWARDS:**

Achievement awards shall be presented to individuals who have made outstanding contributions or special achievements to the Indian forestry, fire, and/or natural resources.

Awards are distributed by geographic areas as follows:

|  |  |
| --- | --- |
| **Geographic Area** | **BIA Regions included** |
| Northwest | Northwest, Alaska, Pacific |
| Lake States | Midwest |
| Southwest | Southwest, Navajo, Western, Eastern Oklahoma, Southern Plains |
| Northern | Rocky Mountain, Great Plains |
| Eastern | Eastern |

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**NATIONAL AND INDIVIDUAL ACHIEVEMENT AWARDS**

**APPLICATION CHECKLIST**

* Nomination form completed
* Nomination information including achievements and the impacts/results of their accomplishments in Indian Forestry, fire, and/or natural resources referencing the following categories.
  + Category 1: Tribal Involvement
  + Category 2: Improvement of Indian Forestry, Fire or Other Related Natural Resources Programs
  + Category 3: Individual Effort
  + Category 4: Can Be Used as a Model
  + Category 5: Technical Achievement and Application
  + Category 6: Other Government Agencies or Funds
  + Category 7: Originality
  + Category 8: References
* Letter of reference #1 (not from the nominator), on letterhead and signed, addressing the personal and professional contributions of the nominee.
* Letter of reference #2 (not from the nominator), on letterhead and signed, addressing the personal and professional contributions of the nominee.
* Additional information and pages may be attached.
* Incomplete applications received after the deadline will not be considered.

**DELIVERY OF APPLICATION**

**Applications are accepted by Email (preferred method) or Mail, please choose ONE option for Delivery.**

***Option #1 Email:*** **Create one email attaching all required documents from the application checklist** and **submit to** [laura@itcnet.org](mailto:laura@itcnet.org) up to the close of business (5:00 p.m. PT) January 31, 2025. PDF attachment(s) preferred. Files must be PDF or MS Word. Google docs and screenshots (PNG or JPEG) files are not accepted.

***Option #2 Mail:*** **Mail all required documents from the application checklist to arrive at the ITC office on or before January 31, 2025**. Be sure to check local post office hours and transit time if mailing your application. FedEx and UPS require a physical address for delivery, please contact ITC before using these services.

**Questions and mailed applications should be directed to the ITC office:**

Awards Committee

Intertribal Timber Council

PO Box 11790

Portland, OR 97211

Email: laura@itcnet.org

Phone: (503) 282-4296

**EARLE R. WILCOX MEMORIAL NATIONAL**

**AND INDIVIDUAL ACHIEVEMENT AWARDS**

**NOMINATION FORM**

Please submit information on an individual making an outstanding contribution/special achievement to Indian forestry, fire, and/or natural resources. Nominations are open to all individuals who have made significant contributions to the field of Indian forestry, fire, and/or natural resources (from academia, forestry, government agencies, and private industry). Team nominations are not accepted.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **NOMINATION CATEGORY**: | | **EMPLOYEE CATEGORY**: | | |
| National Award |  | Tribal Employee | |  |
| Individual Achievement Award |  | BIA or other Federal Agency | |  |
| National or Individual Achievement Award |  | Other (Academia, private industry, etc.) | Describe | |

**Please type the following information.**

|  |  |  |  |
| --- | --- | --- | --- |
| **NOMINEE** | | | |
| Full Name: | Full Name | | |
| Title: | Title | | |
| Organization: | Organization | | |
| Address: | Address | | |
| City: | City | State: State | ZIP Code: Zip |
| Work Phone: | Work Phone | Cell: | Cell |
| Email: | Email | | |
| **NOMINATOR** | | | |
| Full Name: | Full Name | | |
| Title: | Title | | |
| Organization: | Organization | | |
| Address: | Address | | |
| City: | City | State: State | ZIP Code: Zip |
| Work Phone: | Work Phone | Cell: | Cell |
| Email: | Email | | |
| **NOMINEE SUPERVISOR (if applicable)** | | | |
| Full Name: | Full Name | | |
| Title: | Title. | | |
| Organization: | Organization | | |
| Address: | Address | | |
| City: | City | State: State | ZIP Code: Zip |
| Work Phone: | Work Phone | Cell: | Cell |
| Email: | Email | | |

**EARLE R. WILCOX MEMORIAL**

**NATIONAL AND INDIVIDUAL ACHIEVEMENT AWARDS**

**AWARD CRITERIA**

**EARLE WILCOX MEMORIAL AWARD applications will be evaluated on the following categories and provided information.**

|  |  |
| --- | --- |
| **CATEGORY 1:**  Weight Factor 2.0  (10 points maximum) | **TRIBAL INVOLVEMENT**  Involvement with Tribes and their membership is the foundation upon which successful programs or projects are successful over the long-term. Recognition by individuals of this factor and its utilization are the key to long-term success. Tribal involvement can take many forms. Be careful to recognize them all. |
| **CATEGORY 2:**  Weight Factor 2.5  (10 points maximum) | **IMPROVEMENT OF INDIAN FORESTRY, FIRE OR OTHER RELATED NATURAL RESOURCES PROGRAMS**  Normally this factor is self-evident. Many times, individuals who have contributed in this category have received little personal publicity. Be sure to look at the factors being judged as well as the individual. |
| **CATEGORY 3:**  Weight Factor 2.0  (10 points maximum) | **INDIVIDUAL EFFORT**  Describe the effort the individual has expended to improve management of Indian resources. Caution: in some cases, an individual can be in the right place at the right time and receive the credit for something other individuals have created. |
| **CATEGORY 4:**  Weight Factor 0.8  (10 points maximum) | **CAN BE USED AS MODEL**  Whenever possible, the ability to duplicate the concept on other Indian resources is desirable, but not necessary. The adaptability of a concept to "on the ground" is of value. |
| **CATEGORY 5:**  Weight Factor 2.0  (10 points maximum) | **TECHNICAL ACHIEVEMENT AND APPLICATION**  Wherever possible we wish to encourage and reward professional developments and their practical application in the field. We will weigh the practical application as greatly as the technical development. It is our desire to recognize individuals who can get it done "back home." |
| **CATEGORY 6:**  Weight Factor 0.8  (10 points maximum) | **OTHER GOVERNMENT AGENCIES OR FUNDS**  Describe ways the individual has creatively secured new or underutilized funding sources to support resource management on Indian lands. |
| **CATEGORY 7:**  Weight Factor 0.9  (10 points maximum) | **ORIGINALITY**  New ideas are important to the development of Indian lands and can reflect on individual dedication and initiative. |
| **CATEGORY 8:**  Weight Factor 2.0  (10 points maximum) | **REFERENCES**  Submit, with this application, a minimum of two letters of reference (not from the nominator), on letterhead and signed, addressing the personal and professional contributions of the nominee. |

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**NOMINATION INFORMATION**

**Referencing the above criteria, please provide specific information on Nominees’ achievements and the impacts/results of their accomplishments in Indian Forestry, fire, and/or natural resources.** (Additional information and pages may be attached.)

|  |
| --- |
| Referencing the above criteria, please provide specific information on Nominees’ achievements and the impacts/results of their accomplishments in Indian Forestry, fire, and/or natural resources. |