



# 2023 JOHN CARION UNSUNG HERO AWARD

## *Nomination Pack*

### BACKGROUND

The John Carion Award was created to recognize outstanding individuals who have contributed to the success of the Law Enforcement Torch Run® on a local, state or community level. The John Carion “Unsung Hero” should be someone who contributes to the Torch Run and Special Olympics in spirit, dedication and enthusiasm in an effective and unheralded fashion.

The award was also created to honor the memory of Sergeant John Carion, Sterling Heights (MI) Police Department and his many contributions to the Law Enforcement Torch Run and Special Olympics. The award is presented by the LETR Regional Coordinators from around the world and intended to recognize an unsung Torch Run volunteer on behalf of John Carion, who was himself an unsung Torch Run hero.

### NOMINATION PROCESS

Nominations for the Carion Award may be submitted by an individual, a Torch Run Program or a Special Olympics Program.

Hall of Fame inductees and individuals currently on the Hall of Fame “active” nomination list are not eligible for this award. Otherwise, nominations for this award are not limited.

All nominations must, at the time of submission, include a completed nomination application that is available for download from the LETR website, two (2) letters of recommendation from people who have worked closely with the nominee and six (6) to eight (8) digital photos of the nominee meeting the listed photograph requirements and approval of the nominee’s Special Olympics Program CEO and LETR Director as applicable.

All these items must be received by the due date for the nomination to be considered. Failure to include requisite materials will be considered an incomplete nomination packet and could result in the nominee not being considered for the award.

## **CARRYOVER NOMINEES**

Carion Award nominees will remain in consideration for two years in total. Nominees not selected in their first year of eligibility will remain in consideration for one (1) additional year. It is the responsibility of the nominator to update the nomination application for the second year of eligibility. It is strongly recommended (in the best interests of the nominees) that this is done.

Eligible John Carion “Unsung Hero” nominees for 2023 carried over from 2022 are:

- Joey BEST, North Carolina
- Chris HAMEL, New York
- Jim KOCH, New York
- John PREWASNICAK, New York
- Brandon SCHNEIDER, Oklahoma
- Scott SCHUBERT, Pennsylvania
- Ryan WATSON, Southern California
- Mark YOTHER, Tennessee

## **CRITERIA**

This award is sponsored by the Law Enforcement Torch Run Regional Coordinators from around the world and is separate from the LETR Richard LaMunyon Hall of Fame. This award is intended to highlight and recognize contributions at the “grass-roots” level - local, state / provincial or community, whereas the Hall of Fame is intended to recognize more widespread, comprehensive contributions at the national and international level.

To be eligible for consideration, an “Unsung Hero” nominee must have participated for at least five (5) years in the Law Enforcement Torch Run and the nominee’s involvement must exhibit a substantive contribution to the Law Enforcement Torch Run® for Special Olympics at the local, state, provincial, or community level. The nominee’s actions must demonstrate they were done in spirit, dedication and enthusiasm in an effective and unheralded fashion.

## TIMEFRAMES

The nomination process opens to all LETR Programs on Wednesday, April 12, 2023. All nominations applications and their required support materials must be submitted online using the LETR website ([www.lettr.org](http://www.lettr.org)) and received no later than 5:00pm, EST, Friday, May 26, 2023.

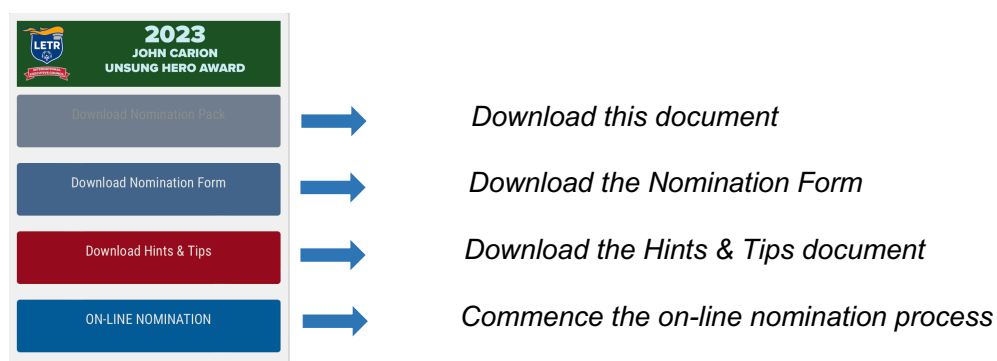
The Selection Committee will convene in June to consider the nominations and the award presentation will be conducted during the Honors Luncheon held at the LETR International Conference on Sunday, October 29, 2023.

## PROCESS

To obtain the official Carion Award nomination application, follow these steps:

- Go to the LETR website ([www.lettr.org](http://www.lettr.org))
- Click on the AWARDS, ELECTIONS & SUBMISSIONS link on the home page of the website.
- Click on the LETR AWARDS image on the left side of the page.
- This section contains instructions, nomination forms and the specific detailed information regarding the nomination processes. At the bottom of this section are a series of buttons.

The buttons relating to nominations for the Carion Award are shown below:



## **PHOTO REQUIREMENTS**

In order to create the highest quality presentation, Programs should submit only high resolution digital photos in JPG file format.

Photos that have been compressed for emailing or do not meet the above minimum file size requirements are unusable for this project as the quality and clarity of these compressed files is severely compromised and therefore cannot be used.

Additionally, submitted photos of your candidate should be “semi-close-ups” with a relatively uncluttered background so that they are readily recognizable in the photo. At least one photo should be a close-up of the nominee. Your assistance in providing digital images with your application for nomination that meet these minimum requirements is much appreciated.

## **QUESTIONS**

If you have any questions about the nomination or selection process, please contact Jim DiGianvittorio (Chair of the John Carion Selection Committee) who can be contacted at [jim.digi@letr.org](mailto:jim.digi@letr.org).