



NATIONAL MISSING AND EXPLOITED
CHILDREN'S AWARDS

2010
NOMINATION FORM AND
GUIDELINES



In Partnership with the Fraternal Order of Police and
the U.S. Department of Justice's Office of Juvenile Justice and Delinquency Prevention

INTRODUCTION

The National Missing and Exploited Children's Awards are part of the nationwide recognition of National Missing Children's Day, which was proclaimed by President Ronald Reagan in 1983 and is held every year on May 25. The day serves as a reminder to make child protection a national priority and as inspiration to continue the search for missing children.

The awards have been held on or near May 25th for 14 years and have honored 158* outstanding law enforcement professionals who have performed above and beyond the call of duty in safely recovering a missing child or successfully resolving a complex child sexual exploitation investigation.

**To see last year's winners visit the News and Events section at www.missingkids.com.*

NOMINATION GUIDELINES

All nominations for the National Missing and Exploited Children's Awards must meet the following requirements to be considered:

- A nominee must be a sworn United States law enforcement officer or United States law enforcement personnel who have performed an investigative activity deemed exceptional or beyond the call of duty.
- The nomination must involve a case in which a missing child was successfully recovered or an arrest was made between January 1, 2009 and December 31, 2009.
- A nominee must have no departmental or other charges currently pending.
- A nominator must confirm with the assigned prosecutor for the case that any attention drawn to the case by the awards process will not jeopardize the prosecution or further investigation.
- The nominee's supervisor must approve the nomination and provide his/her signature.
- The nominator must designate whether the case is missing or exploited.

All nominations must comply with the following restrictions to be considered:

- A nominee may not be nominated for multiple cases.
- An agency may not nominate more than one officer for a single case. If multiple officers worked on a case, the agency must select one nominee from among those officers.
- If multiple agencies worked on a case, it is the responsibility of the nominator to coordinate with those agencies and submit one nomination that includes one nominee from each agency.

In order to submit a nomination for the National Missing and Exploited Children's Awards, nominators must prepare a nomination packet that includes:

- A completed nomination form
- A detailed case summary that is no more than two pages long and highlights the nominee's specific contributions to the case's resolution. The summary should be attached to the back of the nomination form and saved to a disc that is submitted in the nomination packet.

- Any supplemental information regarding the nominee's case, such as newspaper articles, television news footage, crime scene photos, mug shots, etc.

A nomination checklist is enclosed to help in preparing a nomination packet. In order to be considered for the awards, nominators must mail their completed nomination packets postmarked no later than **January 9, 2010** to:

Public Relations and Communications Department
National Center for Missing & Exploited Children
Charles B. Wang International Children's Building
699 Prince Street
Alexandria, VA 22314-3175

JUDGING

All nominations will be considered by multiple review panels and up to 6 winners will be selected. The winners will be recognized at NCMEC's 2010 Congressional Breakfast and National Missing and Exploited Children's Awards in May 2010 in Washington, DC. Accommodations and travel will be provided for the winner and one guest.

Honorable Mention certificates will go to those nominees who made it into the final round of voting. Achievement certificates will go to those who were nominated but ultimately not selected. All nominees will be notified of their status by March 2010.

All nominations will be judged by the following criteria on a 100 point scale, and nominators are urged to consider these when writing the case summaries.

- **EXEMPLARY PERFORMANCE: 45 POINTS**
Did the nominee perform above and beyond the call of duty? If so what exactly did he/she do? Did he/she work around the clock or go into work on his/her day off? Did the nominee painstakingly review a staggering volume of evidence (i.e. computers, DVD's, photographs, etc.); and follow up on hundreds or thousands of leads?
- **ENVIRONMENTAL CHALLENGE: 20 POINTS**
Did the nominee operate in a challenging environment (i.e., did the case involve international barriers, legal constraints, evasive suspects, or lack of sufficient evidence)? Did the nominee solve a difficult or complicated case in an unusually short period of time?
- **RESOURCEFULNESS: 15 POINTS**
Did the nominee request assistance from other law-enforcement agencies or organizations? Did the nominee contact NCMEC and work with NCMEC staff? Did the nominee make use of available resources (i.e. law enforcement manpower, missing children posters, media outreach, etc.)?
- **INVESTIGATIVE INNOVATION: 10 POINTS**
Did the nominee think 'outside of the box'? Did the nominee improve upon existing laws during or following the investigation? Did the nominee create a new computer system or implement a new investigative approach? How does the computer system or approach differ from existing tools or procedures?

- **SUBMISSION:**

10 POINTS

Is the nomination form filled out completely? Is the case summary understandable and factual? Does the nomination follow a logical sequence of events? Was the investigation resolved (i.e., were suspect(s) arrested or child(ren) recovered) within the year 2009? Were all of the eligibility requirements met?

2010 NOMINATION CHECKLIST

The following checklist can be used to ensure that all of the necessary elements are in place for a successful nomination packet for the National Missing and Exploited Children's Awards.

- Nomination Form
 - Nominee meets all nomination requirements.
 - Nomination is signed by the nominee's supervisor.
 - The assigned prosecutor for the case has been notified of the nomination, and determined that any attention drawn to the case by the awards process will not jeopardize the prosecution or further investigation.
- Case Summary
 - Case summary is no more than two (2) pages
 - Case summary includes detailed information about the nominee's role in the case and reflects consideration of the judging criteria.
- Attachments
 - Attached newspaper articles
 - Attached video news footage (DVD)
 - Attached case summary in hard copy and soft copy on compact disk – Microsoft Word preferred.
- Submission
 - Materials are postmarked no later than **January 9, 2010**

Please direct any questions to the PR Department of the National Center for Missing & Exploited Children at (703) 837-6111 or awards@ncmec.org.

2010 NOMINATION FORM FOR LAW-ENFORCEMENT PERSONNEL

NOMINATOR INFORMATION

Name/Title:

Agency/Department:

Work Address:

City:

State:

ZIP Code:

Telephone:

E-mail:

Relation to Nominee:

Non law enforcement personnel or other law-enforcement agencies involved? If so, please copy and submit this page for each nominee.

NOMINEE INFORMATION

Name:

Title/Rank:

Agency/Department:

Work Address:

City:

State:

ZIP Code:

Work Telephone:

Cell Phone:

E-mail:

NOMINEE'S SUPERVISOR'S INFORMATION

Name:

Title/Rank:

Agency/Department:

Work Address:

City:

State:

ZIP Code:

Work Telephone:

Cell Phone:

E-mail:

Supervisor's Signature:

Date:

CASE INFORMATION

Case Category (Please Circle One):

Missing

Exploited

Name(s) of Child(ren):

Name(s) of Child(ren)'s Custodial Parent or Guardian:

Current Address of Custodial Parent or Guardian:

Home Telephone:

Work Telephone:

Cell Phone:

E-mail of Custodial Parent or Guardian:

For NCMEC use only:

Control #:

Date received/confirmed:

Case type: