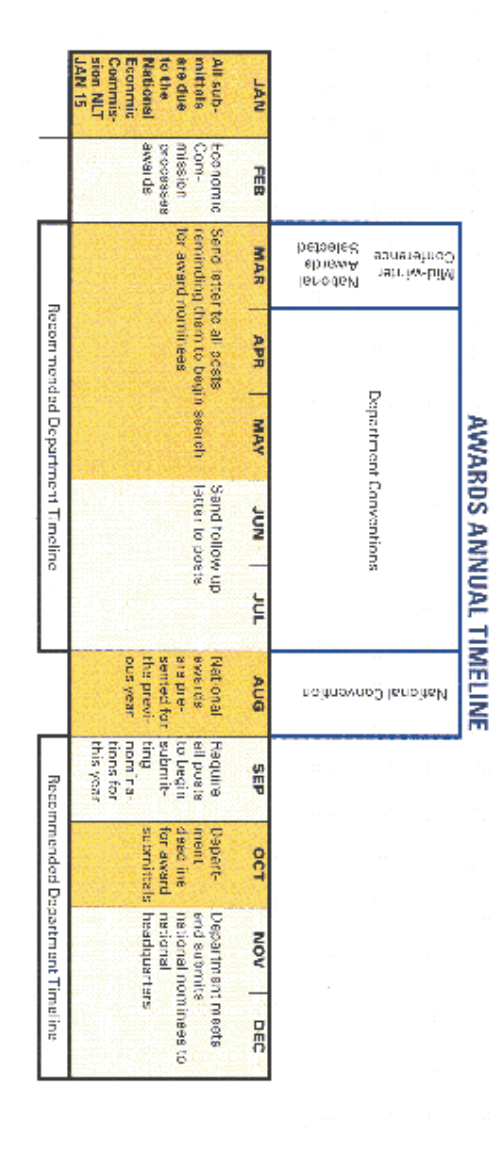


BELOW IS A RECOMMENDED TIMELINE THAT EACH DEPARTMENT SHOULD FOLLOW



1. SEPTEMBER
 - Departments require all posts to begin submitting nominations for the current year
2. OCTOBER
 - **Departments Set a Deadline for Submittals from their posts**
3. NOVEMBER - DECEMBER
 - **Departments meet and submit national nominees to National Headquarters**
4. JANUARY
 - **ALL SUBMITTALS FOR CONSIDERATION FOR THE NATIONAL AWARD ARE DUE NO LATER THAN**

NATIONAL VETERANS EMPLOYMENT & EDUCATION COMMISSION
 1608 K STREET NW
 WASHINGTON, DC 20006

OR FAX TO 202.861.0404
 OR E-MAIL A SCANNED COPY
VE&E@LEGION.ORG

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JANUARY 15 TO THE NATIONAL VETERANS EMPLOYMENT & EDUCATION COMMISSION

5. FEBRUARY
 - Veterans Employment and Education Commission processes awards
6. MARCH
 - Veterans Employment and Education Commission Award Subcommittee meets and selects award winners
7. APRIL - MAY
 - Departments should send a letter to all the posts reminding them to begin the search for award nominees for the next year (current calendar year)
8. JUNE - JULY
 - Departments should send a follow-up letter to their posts
9. AUGUST
 - National Awards are presented for the previous year at the National Convention