

DoD SOH AWARD SELECTION AND PRESENTATION

1. SELECTION CRITERIA

a. The DoD SOH Award will be presented annually to one recipient nominated and selected by each of the following: the Army, Navy, Air Force, Marine Corps, U.S. Coast Guard, and Components concerned. The award recipient may be either an individual or an organization.

b. The recipient must:

(1) Epitomize the values of Bob Hope: duty, honor, courage, loyalty, commitment, integrity, and selfless dedication.

(2) Significantly enhance the quality of life of Service members and their families serving around the world.

(3) Selflessly contribute an extraordinary amount of time, talent, or resources to benefit Service members.

2. ELIGIBILITY REQUIREMENTS

a. DoD SOH Recipients. Private citizens or organizations and current or former DoD military or civilian personnel are eligible to receive the award.

b. DoD Contractors. Individuals or organizations having a commercial or profit-making contractual relationship with DoD or with a DoD Component may be eligible to receive the award if:

(1) The contribution is clearly and substantially outside what is specified or implied within the terms of the contract establishing the relationship.

(2) The recognition is clearly in the public interest.

c. Foreign Nationals. Before approval of the award, the DoD Component or the commander initiating the recommendation for an award to a foreign national:

(1) Coordinates with the appropriate U.S. Embassy to ensure that the award is consistent with the overall interests of the United States.

(2) Requests that the pertinent military counterintelligence organization conduct a counterintelligence records check to ensure foreign national has no known involvement with international terrorism or foreign intelligence services.

(3) Requests that *DIA review the DoD SOH recommendation of all foreign nationals.

*DIRECTOR, DEFENSE INTELLIGENCE AGENCY (DIA). Under the authority, direction, and control of the Under Secretary of Defense for Intelligence, when a foreign national is selected for the DoD SOH Award, the Director, DIA:

(a) Reviews the selection, verifies that counterintelligence records checks have been conducted, and conducts a biographic file check to ensure the foreign national has committed no act or engaged in any activity wherein the awarding of the DoD SOH Award would cause embarrassment to the United States.

(b) Provides a statement of concurrence or nonoccurrence to the DoD Component that selected the foreign national for the DoD SOH award.

d. Posthumous Awarding. The award may be presented posthumously.

3. PERIOD OF SERVICE. The annual award recognizes a period of service from January 1 through December 31 of the calendar year preceding each award ceremony. A multi-year or lifetime contribution may also be recognized.

4. SELECTION PROCESS

a. The approval authorities will establish internal procedures to solicit, review, and select DoD SOH Award recipients and will forward the award recipient's packet to the Awards Presentation Authority no later than June 30 of each calendar year.

b. Each award recipient's packet includes:

(1) Name of the nominee, group, or organization.

(2) Nominee's address.

(3) Nominee's present position and/or status.

(4) If applicable, name and address of nominee's employer during the period of service.

(5) A summary, not to exceed two double-spaced pages with at least 12-pitch font, of the act(s) or service(s) rendered and how the nominee epitomizes the values of Bob Hope as described in paragraph 4.a. above the signature of this Instruction.

(6) Supporting documentation (optional).

(7) A proposed citation, not to exceed 90 words, that provides specific examples of the act(s) or service(s) performed.

(8) Name, address, and telephone number of the point of contact for the nominating organization.

(9) For foreign national selectees, a statement of concurrence by the U.S. Chief of Mission and the U.S. Defense Attaché (if one is assigned) to the country of the foreign national nominee; and a statement of concurrence from the Director, DIA.

c. If approval authorities accept nominations from the public, all regulatory rule and public collection processes must be followed in accordance with applicable executive and legislative requirements. Nominations from the public include but are not limited to those submitted by separated military, former Federal civilians, foreign nationals, private citizens or organizations, contractors, and State, tribal, or local governments.