



HEADQUARTERS COLORADO WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
325 West Hamilton Avenue, Building 133
Peterson Air Force Base, CO 80914



1 December 2020

MEMORANDUM FOR COWG MEMBERS

FROM: COWG/CV

SUBJECT: 2020 "Of the Year" Awards

1. Nominations for annual "Of the Year" (**OTY**) awards are due to wing NLT 31 DEC 2020. This is earlier than the 15 January deadline in CAPR 39-3 to allow time to correct submission errors. Any senior or cadet member may submit nominations for these awards.
2. Detailed information about the **OTY** awards, is available in CAPR 39-3, *Award of CAP Medals, Ribbons, and Certificates* and included Interim Change Letters. Prior to submission of an award nomination, review the description and comply with the instructions for the specific award. Some awards have different submission requirements and routing other than through CAP eServices. This is discussed in each award's description in CAPR 39-3. All required documentation and supporting documents must be included with the award nomination submission. The wing awards committee will not accept incomplete submissions.
3. ***DO NOT submit OTY nominations using the Awards module in CAP eServices.*** Submit all nominations on a CAPF 120, in MS Word format, along with all required supporting documents, ***via email only*** to the wing awards committee at: awards@cowg.cap.gov. CAPF 120 is available in MS Word format on the National Website under Forms and Publications. Include the ***full name*** of the specific award on the nomination. Nominations submitted through e-services, incomplete nominations, or nominations sent to other email addresses will ***not*** be considered.
4. CAP ***Pamphlet*** 39-3, *Awards Made Easy*, is an excellent source of information regarding award nomination submissions. The pamphlet provides useful information to make the process easier and to improve the chances that an award nomination will be competitive.
5. Recipients of **OTY** awards will receive Commander's Commendation Awards and their nominations will be forwarded for consideration for **OTY** awards at Rocky Mountain Region, and potentially at CAP National if successful at RMR. Exceptions are noted on the attachment by an asterisk *.


FLOYD B MCCORMICK, Lt Col, CAP
Vice Commander
Awards Board Chairman

Attachment:
Full Listing of "Of the Year" Awards

Attachment to "Of the Year" Memorandum
Full Listing of "Of the Year" Awards

Senior Member of the Year.
Cadet of the Year.
Director of Finance of the Year.
Colonel Edwin W. Lewis, Jr. Incident Staff Member of the Year.
Colonel Dion E. DeCamp Ground Team of the Year.
Civil Air Patrol Aerospace Education Teacher of the Year.
Major General Jeanne M. Holm Civil Air Patrol Aerospace Officer of the Year.
George Texido Legislative Officer of the Year.
Inspector General of the Year.
Professional Development Officer of the Year.
Col David Kantor Operations Staff Officer of the Year.
Lt Col T. Keith Riddle Aircrew Member of the Year.
Major General Dwight H. Wheless Legal Officer of the Year.

Some of the above listed awards are described in the Interim Change Letter to CAPR 39-3.

For the following awards, see the referenced regulation to determine submission process and specific requirements:

John V. "Jack" Sorensen Cadet Programs Officer of the Year – See CAPR 60-1 for details.
Paul W. Turner Safety Award See CAPR 160-1, (nomination prepared by wing).
Safety Officer of the Year – See CAPR 160-1, para 5.3.3 and subparagraphs.
Distinguished Aviator Award – See CAPR 160-1, para 5.3.4 and subparagraphs.
Property Manager of the Year – See CAPR 174-1 for details. Can be for a Logistics, Supply, Transportation or Communications Officer.
Col Robert V. "Bud" Payton Public Affairs Officer of the Year – See CAPR 190-1 for details.
Col Lester E. Hopper CAP Historian of the Year – See CAPR 210-1 for details.
Communicator of the Year Award – See CAPR 100-1, para 4.8.
Chaplain of the Year- See CAPR 265-1, para 11.b.
Character Development Instructor of the Year – See CAPR 265-1, para 11.c

*** The following awards are COWG Awards ONLY. These are neither included in, nor described, in CAPR 39-3. There are no corresponding awards at Region or NHQ Level:**

- * Wing/Group Senior Staff Officer of the Year (Senior member assigned to group or wing staff)
- * Squadron Senior Staff Officer of the Year (Senior member assigned to squadron staff)
- * Cadet Staff Officer of the Year (any cadet officer serving in a squadron or group staff position)
- * Squadron Commander of the Year (may be nominated by any member)
- * Cadet Commander of the Year (current or previous who served at least six months)
- * Cadet Junior Officer of the Year (must be a Phase III cadets at time of nomination)
- * Cadet NCO of the Year (must be a Phase II cadet at time of nomination)

The awards listed below are submitted using special procedures in CAPR 39-3. These must be submitted using the procedure described for the specific award:

Brewer Aerospace Awards
AF Association (AFA) Awards (submitted by unit commander directly to the AFA **NOT** to wing)
AF Sergeants Association (AFSA) Awards (submitted by unit commander directly to the AFA **NOT** to wing)
Veterans of Foreign Wars (VFW) Awards (submitted by unit commander directly to the AFA **NOT** to wing)