



### **SELECTION CRITERIA FOR HONORARY MEMBERS**

The following criteria will be required for the selection of Honorary Members:

- (1) Persons must have demonstrated a commitment and provided assistance to Notre Dame and its student and graduate athletes and/or Notre Dame's athletic programs.
- (2) Persons must be of excellent character worthy of the award as an Honorary Member of the Monogram Club.
- (3) Former club sport participants who are nominated solely because they helped the sport obtain varsity status do not meet the threshold for an Honorary Monogram.
- (4) It is not necessary that the nominee be an alumnus of Notre Dame.

### **NOMINATION AND SELECTION PROCEDURE**

- (5) Nominee must be recommended by a monogram winner. The recommendations should be made by letter to the Executive Director of the Monogram Club outlining the qualifications of the nominee and the reasons justifying the recommendation. A nomination form will then be sent to the person making such recommendation to be filled out and returned to the Executive Director.
- (6) The recommendation should be endorsed by a minimum of three monogram winners. These endorsements should be in the form of letters to the Executive Director of the Monogram Club and will be attached to the nomination form for consideration by the Board.
- (7) If the nominee resides in an area away from Notre Dame, a letter from the local Notre Dame Alumni Club President endorsing the nomination may also be requested. Such letter should be directed to the Monogram Club Executive Director.
- (8) The above material must be submitted in sufficient time to be presented to the Awards Committee in conjunction with any of the three annual meetings of the Board of Directors. The Awards Committee will make its recommendation to the Board and request that the Board act on it.

### ANNOUNCEMENT AND PRESENTATION OF AWARD

- (9) Upon investigation and recommendation by the Awards Committee and upon approval by the Monogram Club Board of Directors, the Executive Director will co-ordinate the notifications. The Executive Director and the Monogram Board will determine the time and place for the presentation.
- (10) These awards are national in scope and it is always desirable that they be made at the Annual Monogram Club Meeting at Notre Dame by the Monogram Club President or designated representative. In some circumstances an award may be made at a Monogram, Alumni or other approved function in a geographical area removed from Notre Dame. If appropriate, the Board may determine that the award be made at the Annual Monogram Club Meeting and subsequently reenacted at a Notre Dame athletic event and/or at an alumni event or an appropriate major event.
- (11) At the time of the presentation of the honorary monogram, the recipient will receive a Monogram Club scroll and blazer (will also have the opportunity to purchase a Monogram letter jacket by calling the Notre Dame equipment office at 574-631-4837).

### EXECUTIVE PRIVILEGE

The President of the University, the Director of Athletics and the Monogram Club President may invoke executive privilege to award an honorary monogram. To invoke executive privilege, the President/Director of Athletics/Club President will make their recommendation to the Monogram Club's executive committee for their approval. These awards are national in scope and it is always desirable that they be made at the Annual Monogram Club Meeting at Notre Dame by the Monogram Club President or designated representative. In some circumstances an award may be made at a Monogram, Alumni or other approved function in a geographical area removed from Notre Dame. If appropriate, the Board may determine that the award be made at the Annual Monogram Club Meeting and subsequently reenacted at a Notre Dame athletic event and/or at an alumni event or an appropriate major event

*Please note: The Monogram Club will not longer be accepting nominations or awarding post-graduate service monograms. Nominees in this area are encouraged to review the information for honorary monograms (above)*



**Notre Dame  
Monogram Club**

**Edward “Moose” Krause Distinguished Service Award**

The Notre Dame Monogram Club and its Board of Directors annually present the Edward “Moose” Krause Distinguished Service Award. This honor is conferred on an active Monogram Club member who has distinguished himself/herself in one or more of the following ways:

- Exemplary performance in local, state or national government
- Outstanding dedication to the spirit and ideals of the University of Notre Dame
- Demonstration of responsibility to and concern for his/her community
- Extraordinary commitment and involvement with youth
- Outstanding achievement in his/her post-Notre Dame career
- The award recipient shall be publicly notified of his/her selection in sufficient time to arrange for the presence of his/her family and friends at the presentation

Presentation of the award will be made by the Notre Dame Monogram Club at the annual meeting in June. The officers and Board of Directors will select the recipient.

Recommendations should be made in writing to:

**Beth Hunter**  
Executive Director  
Notre Dame Monogram Club  
113 Joyce Center  
Notre Dame, IN 46556

The deadline for nominations is November 1 of each year.