

AMERICAN CONNEMARA PONY SOCIETY

Document Number: Awards PO 2

Document Name: Procedure to Propose a New Award



Policies and Procedures to Propose a New Award

Purpose: To establish the procedures for consideration of a new award.

Policies:

- All awards sanctioned by the ACPS must be administered as part of the Over-All Awards program.

Procedures:

- Each proposal shall have an initiator who will provide a completed written proposal.
- All proposals shall be presented to the Over-All Awards Chair for initial approval.
- The Over-All Chair(s) shall review the proposal with the Awards Committee to determine if the award should be accepted or modified for submission to the Board Of Governors for final approval.
- If applicable, after the award has been approved by the ACPS Board, the initiator, the Over-All Chair and the ACPS President shall submit the proposed award to the appropriate national organization.

Award Proposal: This shall include:

- Suggested name of the award
- Criteria for consideration of the candidates
- Frequency or timing for selection and presentation of the award
- Justification for adding a new award
- Physical description and cost of the award

Revision History

Date	Changes	Author
09/01/03	Revised format to ACPS Template	Charlie Morgan
9/2/02		Pat Lightbody
12/27/97	Policy A-A-02 Created	V. Morgan