



# Governor's Awards

## Nomination Packet

Governor Nikki R. Haley

## Governor's Awards

The Governor of South Carolina may bestow upon an individual The Order of the Palmetto, The Order of the Silver Crescent, or The Certificate of Appreciation. These prestigious awards recognize those who have made significant contributions to the life and well-being of South Carolina and her people. Governor John C. West presented the first Order of the Palmetto in the summer of 1971. The Order of the Silver Crescent was established by Governor David Beasley in 1997 and modified in 1999 by Governor Jim Hodges. The Certificate of Appreciation was created under Governor Nikki R. Haley in 2011. While the usage of these awards has varied over the years, they have always been utilized to recognize outstanding achievements, service, and contributions to South Carolina.

## Descriptions of Awards

**The Order of the Palmetto** is the state's highest civilian honor awarded to citizens of South Carolina for extraordinary lifetime service and achievements of national or statewide significance. The Order of the Palmetto is a once in a lifetime achievement.

**The Order of the Silver Crescent** is the state's highest civilian award for significant contributions, leadership, volunteerism, and lifelong influence within a region or community. The Order of the Silver Crescent is a once in a lifetime achievement.

**The Certificate of Appreciation** is awarded to recognize an individual's outstanding achievement, commitment, act, or devotion within a community.

Please note these awards are strictly honorary and offer no special rights or privileges. The Governor's Office reserves the right to decline any request for an award.

## Nomination Guidelines

- Governor's Awards are awarded to recognize civilian service and achievements.
- To ensure the nominee's consideration, please adhere to all of the nomination guidelines. In order for a nomination to be processed, a nominator must submit all required materials.
- If a nomination packet is incomplete, the nomination will remain open, but will not be processed until all required information is submitted.
- The nominator on the Governor's Awards Nomination Form will be notified by the Governor's Office upon receiving a complete nomination packet.
- The review process requires at least 45 days. The nominator on the Governor's Awards Nomination Form will be notified by the Governor's Office with a final decision.
- Nominees are considered for each of the Governor's Awards.
- Posthumous nominations will not be accepted.
- Nomination packets will be accepted by mail or hand delivery. Facsimiles will not be accepted.
- All nominees are subject to a background check administered by South Carolina Law Enforcement Department.

## Questions?

Questions regarding the contents of the nomination packet should be directed to Haley Mottel in the Governor's Office at [HaleyMottel@gov.sc.gov](mailto:HaleyMottel@gov.sc.gov) or 803.734.0082.

## Nomination Packet

A completed Governor's Awards nomination packet should include:

**I. Governor's Awards Nomination Form**

**II. Biographical Summary**

Provide a thorough and detailed biographical statement of the nominee's accomplishments. Indicate where the nominee has gone above and beyond his or her personal or professional responsibilities and has made a significant impact on the lives of South Carolinians using clear, concise, descriptive examples of activities and accomplishments.

**III. Letters of Recommendation**

Provide at least one letter of recommendation from an individual who can attest to the nominee's character, accomplishments, and his or her significant influence within a community, statewide, or nationally.

**IV. Congressional or Legislative Letters of Recommendation**

Provide a letter of recommendation from at least one member of the nominee's corresponding United States Senator, Congressman, State Senator, or State Representative.

**V. Nominee's Résumé**

Include time periods of memberships, leadership roles, professional and personal achievements, awards, other recognitions, and contributions of the nominee to his or her community, region, or the state.

- Materials supporting the nominee's achievements may also be submitted, including professional articles, press clippings, etc.

## To Submit the Nomination Packet

**By Mail:**

Office of the Governor  
Attention: Haley Mottel  
1205 Pendleton Street

**Hand Delivery:**

South Carolina Statehouse  
Office of the Governor  
First Floor

Columbia, South Carolina 29201

Attention: Haley Mottel

## Frequently Asked Questions

- Q: How many letters of recommendation should be submitted with a nomination packet?
- A: In addition to the two required letters, nominators are encouraged to submit other letters of recommendation from individuals that can attest to the nominee's character, activities, and his or her significant influence within a community, statewide, or nationally.
- Q: How do I identify the nominee's federal or state representatives?
- A:
1. Visit [www.governor.sc.gov](http://www.governor.sc.gov);
  2. Click on the Legislative Information tab;
  3. Click on the Find your Legislator link; and
  4. Enter the nominee's address.
- Q: Can an individual receive multiple Governor's Awards in a lifetime?
- A: No individual can receive The Order of the Palmetto or The Order of the Silver Crescent more than once.
- Q: Who will be notified by the Governor's Office upon final decision?
- A: The nominator listed on the Governor's Awards Nomination Form. The Governor's Office will not contact the award recipient.
- Q: Does the Governor's Office contact the media or create a press release if the nominee receives a Governor's Award?
- A: No.

# Governor's Awards Nomination Form

## Nominee Information

Full Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

## Award Category *\*See Descriptions of Awards.*

Please check the award category for the nominee based on the awards descriptions:

- ☐ The Order of the Palmetto  
☐ The Order of the Silver Crescent  
☐ The Certificate of Appreciation

## Nominator's Information

Full Name: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

**Requested Presentation Date and Event Details** *\*Please provide as many event details as possible including event description as well as location and time.*

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