



## North Carolina Homicide Investigators Association Award of Excellence Submission Process

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The North Carolina Homicide Investigators Association (NCHIA) acknowledges that there is no greater responsibility in law enforcement than conducting a homicide investigation. A successful homicide investigation requires great skill, knowledge of the law, and sometimes luck. The NCHIA recognizes the importance of identifying investigators and prosecutors who demonstrate excellence while conducting homicide and death investigations. The NCHIA Award for Excellence is presented to an investigator or a team of investigators and prosecutors who exhibited the highest level of professional dedication and diligence during a homicide investigation. The NCHIA Award of Excellence will be award every year at the Fall Conference.

### **REQUIRED SECTIONS OF NOMINATION FORM:**

- Nomination Form – To submit a case for consideration, please use the nomination form below.
- Case Summary – Discuss the overall case to give a perspective about the context of the crime itself.
- Submission Narrative – Describe the event(s) and/or reason(s) that you have nominated the below named member or group. Please be as specific as possible. Provide a case brief or narrative. Include date(s) of incident or event in narrative portion. Provide any background information deemed significant in developing or investigating the case(s) by this individual or unit, the timeline of the investigation, innovations developed to overcome obstacles or otherwise assist in solving the case, and the results of the overall investigation (not to exceed three typed pages). Scan and attach any supporting documentation (news articles, etc.).

### **SUBMISSION CRITERIA:**

1. Submissions must be limited to no more than three pages. 2. Nominations should be submitted by the individual officer's Chief of Police, Sheriff, District Attorney, or supervisor. For state or federal agencies, submission should come from the Special Agent in Charge. 3. The nominations will be judged by members of the NCHIA Awards Committee. Recipients will be asked to present the case at either the fall or spring conference or both.

### **NOTIFICATION**

Nominees will be notified prior to the NCHIA Fall Conference.



**NOMINATION FORM:**

**Individual/Organization nominated for the award (include name of organization if individual):**

Name (s) / Title: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Individual making the nomination:**

Name / Title: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Department Head:**

Name / Title: \_\_\_\_\_

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

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

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please write a short abstract summarizing the case (content to be read during the ceremony):

Please attach a Submission Narrative (not to exceed three typed pages):

Attached ( )

Please email nominations to: NCHIA President Phil Stevens, [pstevens@ncsbi.gov](mailto:pstevens@ncsbi.gov)