



TO: **Torch Run Participants**

FROM: **Ellen Head, Sr. Director of Development & LETR Specialist**

RE: **2020 LETR Kenny Fields “Unsung Hero” Award**

**THE LAW ENFORCEMENT TORCH RUN  
KENNY FIELDS “UNSUNG HERO”  
MEMORIAL AWARD**

**Purpose:**

The Kenny Fields Memorial Award is sponsored by the Virginia Torch Run Executive Council and is intended to highlight and recognize outstanding individuals who have contributed to the success of the Law Enforcement Torch Run at the “grassroots” -- local, state or community -- level. The Kenny Fields “Unsung Hero” should be someone who contributes to the Torch Run in unheralded fashion. The award also was created to honor the memory of Sgt. Kenny Fields, Chilhowie Police Department, and his many contributions to the Law Enforcement Torch Run and Special Olympics Virginia.

**Selection:**

Nominations may be submitted by an individual, a department, a Special Olympics athlete, or a Special Olympics employee. All nominations should be submitted on the nomination form that is provided in this packet. The form should be filled out in its entirety. Incomplete nomination forms will deem the candidate immediately disqualified, and will thus be removed from consideration.

There may be up to three (3) recipients per year, to provide for the growing number of quality nominees. The decision (as to whether one, two or three award recipients) will be determined by the Awards Committee.

**Criteria:**

The nominee must demonstrate a substantive contribution to the Law Enforcement Torch Run for Special Olympics. Part of the focus of this award is to recognize someone who is an “Unsung Hero” at the local, state and/or community level. There are many successful Torch Run volunteers who are very satisfied to contribute mightily in a low-key, but effective, way. Kenny Fields, who died in 1997, was such an “Unsung Hero” in Virginia – he contributed greatly to the success of the Virginia Law Enforcement Torch Run for Special Olympics. Kenny’s contributions included efforts made directly to Special Olympics Virginia. Kenny Field’s son, Tony, is a Special Olympics athlete and Kenny’s efforts reached from the local program to the Torch Run. In addition to his Torch Run efforts, Kenny served on the local Special Olympics Council, organized local competitions, and served as a Special Olympics coach. These efforts exemplify the commitment necessary to be a recipient of this award.

**Process:** Complete nomination forms must be postmarked by **April 17, 2020** and sent by mail, fax or e-mail to:

Ellen Head  
Special Olympics Virginia  
11350 Random Hills Road Suite C-140  
Fairfax, VA 22030  
Phone: 703.359.4301 x1  
Fax: 703.359.4306  
[ehhead@specialolympicsva.org](mailto:ehhead@specialolympicsva.org)

All nominations are then sent to the Virginia Torch Run Awards Committee, a panel consisting of four members and a committee Chair, all of which are members of the Torch Run Executive Council, and all of whom have been appointed by the Executive Council Director. Additionally, a Torch Run Liaison to Special Olympics Virginia will be included in the meetings as an advisor, with a non-voting role. The Awards Committee will reserve the right to transfer nominations between award considerations, should the Committee feel the candidate is more qualified for the other honor.

Nominees that are not selected will remain in consideration for one additional year, and will be considered automatically for this time period. Supportive nominee information may be supplied that additional year. At the end of the second year, nominees' files will be removed unless re-nominated.

All nominations will be kept confidential, with recipients being announced at the Torch Run Kick-off Ceremony luncheon in May.

Date: \_\_\_\_\_

**Law Enforcement Torch Run for Special Olympics  
Kenny Fields Memorial "Unsung Hero" Award  
Nomination Form**

Your Name: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip \_\_\_\_\_

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

Involvement with Torch Run:

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**Nominee Information**

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

Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip \_\_\_\_\_

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

**1. Please list the nominee's local and state involvement with the Torch Run. Please be specific and highlight activities, contributions, accomplishments, length of service, volunteerism positions held, etc.**

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*Please include a **photo** of the nominee*