

**The Marvin and Helen Matus Lifetime Achievement Award Guidelines**  
**Established October 2010**  
**(Revised September 16, 2014)**  
**(Revised April 3, 2022)**  
**(Revised August 15, 2023)**

**I. General Comments:**

1. This Lifetime Achievement Award, not being a yearly award, is meant to be given only when an individual displays outstanding leadership, interest, and concern for and has made a difference in our activity.
2. This Lifetime Achievement Award will be awarded at Round-Up.
3. Only one couple or individual will be awarded at any one time.

**II. Nominee Requirements:**

1. A couple or individual who has contributed, twenty years or more, of service and dedication to the dancers and activity of square and round dancing.
2. A couple or individual who has demonstrated leadership and are always readily available when called on, whether it is for an officer position, committee work, advisor, or a helping hand at any level.
3. A couple or individual who has made a difference in the activity of square dancing by giving unlimited time and holding numerous positions in NORTEX, home club(s), singles square dance group, state organizations, local organizations, and/or any combinations of these areas.

**III. Nomination Guidelines:**

1. Nominations may be submitted by either of the following:
  - A. a club member or members of a NORTEX club
  - B. a majority of the active NORTEX Past Presidents as a group.
2. A completed nomination essay (minimum 500 words), clearly listing all activities of the nominee, shall be submitted to The Marvin and Helen Matus Lifetime Achievement Award Committee (LTAA Committee) Chair. Please be certain your candidate meets the Lifetime Achievement Award requirements BEFORE submitting the nomination essay. The nomination essay is documentation of those requirements and your knowledge thereof; the more complete the information, the better chance your nominee will be approved by the LTAA Committee.

3. The minimum 500 word nomination essay about the nominee shall be submitted between July 1 and August 15. Email notification to the LTAA Committee Chair, with the essay attached, is acceptable. LTAA Committee Chair contact information is on page 2 of the Promenade.
4. The LTAA Committee Chair must review the nomination to confirm that the nominee meets the requirements.

#### **IV. The Marvin and Helen Matus Lifetime Achievement Award Committee (LTAA Committee):**

The LTAA Committee shall be composed of:

1. NORTEX Immediate Past President, Committee Chair. The Chair will receive nominations, distribute nomination essay to other committee members and introduce the committee and describe the award prior to the awardee presentation.
2. Current NORTEX President. The current NORTEX President will make the presentation at Round-Up.
3. One NORTEX Past President appointed by the outgoing NORTEX President to serve until the current President goes out of office at which time they would make a new appointment. If the Past President appointed by the outgoing President resigns or is unable to serve, the then Immediate Past President would appoint another Past President to fill the vacancy,
4. Helen Matus,
5. Immediate previous recipient.

Again, The Marvin and Helen Matus Lifetime Achievement Award is not an annual award; completion of the nomination essay is not an automatic approval of the nominee.