



**NCOA<sup>®</sup>**

**THE NON-COMMISSIONED OFFICERS ASSOCIATION'S  
JUNIOR RESERVE OFFICERS' TRAINING CORPS (JROTC)  
AWARD PROGRAM**



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## **ABOUT US**

### **THE NON-COMMISSIONED OFFICERS ASSOCIATION OF THE UNITED STATES OF AMERICA**

The Non-Commissioned Officers Association (NCOA) is a non-profit 501(c)19 veterans' organization founded in 1960 to promote and protect the rights and benefits of enlisted personnel in all branches of the Armed Forces, including active duty, National Guard, Reserves, veterans, retirees, and their families. The NCOA was granted a federal charter from the U.S. Congress in 1988 and is the only organization exclusively dedicated to representing all active duty, Reserve, National Guard, retired and veteran enlisted service members.

The International Headquarters is in San Antonio, Texas. The office of the NCOA's Director of Government Affairs in Alexandria, Virginia is the Association's liaison office with the U.S. Congress, Department of Defense, and the Department of Veterans Affairs.

The Association is made up of Chapters and Auxiliaries in the continental U.S. and overseas in Europe, the Pacific Basin, and the Far East.

More information on the NCOA can be found on the NCOA's website: [www.ncoausa.org](http://www.ncoausa.org)



## HISTORY OF THE JROTC AWARD

A JROTC instructor from a local Phoenix area high school asked why the NCOA did not have an award for the JROTC Program as many of the veterans' organizations have. This resulted in three members of the Roadrunner Chapter #153 in Glendale, AZ, creating an NCOA award for the JROTC program. They were TSgt (Ret) Robert L. Bohach, SSgt (Ret) William (Bill) A. Chambers, PGK, and CMSgt (Ret) Glenn E. Coy.

They received approval from the International Headquarters in 1986 to use the NCOA logo for a medal for the program. It took over a year to have the certificate designed, medal made, and bar ribbon and drape obtained. The Spring of 1988 saw the first awards presented to JROTC cadets in Metro Phoenix High Schools at unit award ceremonies by the Roadrunner Chapter.

After being informed that the cadets could not wear the award on their uniforms because of Department of Defense regulations, the Chapter petitioned the Department of Defense to have the award approved as a national award so that it could be worn on the cadets' uniforms. This approval was received in September 1989.

The award has been presented annually to the Cadets in all JROTC Units in the State of Arizona by the Roadrunner Chapter #153 in Glendale and the Spanish Trail Chapter #118 in Tucson.

In 1994, the roadrunner Chapter was designated as administrator of the NCOA JROTC Award Program by the International Headquarters, and the supplier of all the certificates, ribbons and medals used in the award program. Up until August 2010 volunteers from the Roadrunner Chapter administered the Award Program. In August 2010, the Roadrunner Chapter disbanded, and the program was transferred to Central Valley Chapter #1551 in Sacramento, CA.

The awards program continues to grow with an average of 1,000 award packages being sent out to JROTC units of all the Armed Services and NCOA Chapters worldwide. Members of NCOA Chapters, Auxiliary Chapters, and Non-Commissioned Officers, and Petty Officers from all branches of the Armed Services make presentations.



## **JROTC AWARD CRITERIA**

1. **Criteria:** To be awarded to the most outstanding Enlisted (E1-E9) Cadet(s) in the Unit during the past academic block/year. The award must be given to the Enlisted Cadet(s) who has/have consistently exhibited the best military bearing, personal appearance, deportment, and leadership ability. Multiple awards can be given to outstanding Cadets in a Unit as determined by the Selection Board.

2. **Award:** The award consists of a certificate, presentation folder, bar ribbon and drape with medal.

3. **Selection:** Candidates for this award should be selected by a board composed of the Unit's Instructors and the Unit's Cadet Officers.

4. **Sponsorship:** A local NCOA Chapter and/or Auxiliary Chapter may, if possible, sponsor the award. If a sponsor is not available, the award may be purchased by the unit or school from the Award Program Coordinator. School JROTC instructors are reminded that, while an award may be authorized, the ability of a Chapter/Auxiliary to support them is not guaranteed and the unit or school may have to purchase it.

All inquiries regarding the Award Program, Chapters and Auxiliaries should be addressed to the Award Program Coordinator and not to the NCOA International Headquarters.

5. **Medals/Certificates:** The award packages will be mailed using Priority Mail with Delivery Confirmation by the Program Coordinator to the Unit's Instructors or to the NCOA Chapter or Auxiliary Chapter.

6. **General:** The Cadet's Enlisted rank that the individual held when they earned the award must be shown on the award certificate. Also, the Cadet(s) name(s) and rank(s) should be furnished in writing to the sponsor or the Award Program Coordinator. The certificate will be sent blank. A Microsoft Word Template to populate the certificate is available on our chapter website at [ncoa1551.org](http://ncoa1551.org). At the unit's convenience, we request a picture of the presentation, with the participants identified, be provided to us after the ceremony. The picture will be used for the Award Program archives and for possible publication on the NCOA Website.

7. **Program Staff:** The NCOA JROTC Award program is staffed by volunteers from the Central Valley Chapter #1551 NCOA and other volunteers.

8. **Award Coordinator:** NCOA JROTC AWARD PROGRAM  
4333 Gorham Way  
Mather, CA 95655  
Telephone: (916) 362-9746  
Email: [NCOAJROTC@gmail.com](mailto:NCOAJROTC@gmail.com) or [jn.sullivan@att.net](mailto:jn.sullivan@att.net)



## PROGRAM SUPPLIES AND PRICE LIST

Price List as of 1 Feb 2026

All items are sold as a complete package consisting of 1 - Presentation Folder with plastic cover sheet, 1 - Certificate, 1 – Medal Set (Bar Ribbon, Drape with Medal in plastic case).

**Cost:**

1 to 5 is \$18.00 each, 6 to 10 is \$17.00 each, greater than 10 is \$16.00 each. Individual components of the award may be purchased to replace those lost from a previously issued award. Please contact the Award Program Coordinator.

The above amount does **NOT** include shipping and handling. Award packages are sent Priority Mail with Delivery Confirmation unless a specific request is made, and the additional shipping paid by the requesting party for Express Mail or other method of shipment. The cost for 1 to 5 awards is \$10.00 and more than 5 awards is \$18.00.

**NOTE:** Shipping and handling charges may be adjusted without notice as USPS costs are updated.

We accept Master Card, Visa, American Express and Discover credit cards for payment as well as personal or business checks and money orders.

The seal on the front of the award is copyrighted by the NCOA and the Central Valley Chapter has been designated by the NCOA International Headquarters to administer the Award Program and is the sole source supplier of all components of the award package.



## NCOA JROTC CERTIFICATE SAMPLE

**NOTE:** Certificates are available for all services as well as a generic version.  
Please identify the quantity of each certificate required on the order form.



# NCOA JROTC AWARD DRAPE, MEDAL AND RIBBON SAMPLE



# ORDER FORM

Central Valley Chapter #1551, NCOA  
 NCOA JROTC AWARD PROGRAM  
 4333 Gorham Way  
 Mather, CA 95655

Telephone: (916) 362-9746    E-mail: ncoajrotc@gmail.com

<b>Name (Person Ordering):</b>		<b>Date:</b>	
<b>Organization (Chapter/School):</b>			
<b>Address:</b>			
<b>City:</b>			
<b>State:</b>		<b>Zip Code:</b>	
<b>Telephone:</b>		<b>E-mail:</b>	

**Date of Presentation:** \_\_\_\_\_

**Certificates:** USA \_\_\_\_\_ USN \_\_\_\_\_ USMC \_\_\_\_\_ USAF \_\_\_\_\_ USCG \_\_\_\_\_

**The certificate will be sent blank.**

**A document with engraving template in Microsoft Word is available for download.**

Quantity	Item Description	Unit Price	Total
	Award with bar ribbon	\$18.00	\$
	Replacement Bar Ribbon	\$ 2.00	\$
	Less Credit Due		\$
	Shipping & Handling *		\$
	<b>Total Amount Due</b>		<b>\$</b>

**+There is a quantity discount that applies if six or more packages are ordered! Please see price list!**

**\* Shipping & Handling: Sent Priority Mail with delivery confirmation. The shipping cost for one to five awards is \$10.00. The shipping cost for 6 or more awards is \$18.00. We will send the awards by Express Mail if you specifically request it *and* agree to pay for it.**

**Please make checks/money orders payable to: NCOA JROTC AWARD PROGRAM**

**Credit Card Type\*:** \_\_\_\_\_ **Number:** \_\_\_\_\_ **Expires:** \_\_\_\_\_

**Name on Credit Card:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

\*Credit Card Type: MC=Master Card, VISA = Visa, DISC = Discover, AMEX = American Express