



# NEW YORK NAVAL MILITIA

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NYNMINST 1650.1  
8 February 2010

## NEW YORK NAVAL MILITIA INSTRUCTION 1650.1

From: Commander, New York Naval Militia

Subj: JOSEPHTHAL TROPHY

Ref: (a) The Last Will and Testament of Louis M. Josephthal  
(b) DMNA Regulation 672-1  
(c) DMNA Regulation 10-1

1. Purpose. To promulgate instructions on the annual awarding of the "Josephthal Trophy", in accordance with references (a) through (c).

2. Background. Rear Admiral Louis M. Josephthal was Commanding Officer of the New York Naval Militia from 1925 to 1929. He passed away in May 1929.

The last will and testament of Louis M. Josephthal stated that his executors "invest the sum of \$10,000.00 the income thereof to be devoted annually for a trophy for the Naval Militia of the State of New York to be known as the Josephthal Trophy, to be awarded as determined by the Commanding Officer of the said Naval Militia. Should the Naval Militia of the State of New York be discontinued, the said principal fund to go to the Navy Relief Fund of the United States Navy."

The award was originally designed to stimulate the efficiency of training and readiness of the units of the New York Naval Militia. Navy and Marine Corps Reserve units located in New York State were eligible for selection as the Outstanding Reserve Unit for each of three categories, those being Navy, Marine Corps, and Construction Battalion (Seabee). In addition, individuals from each category were selected as the Outstanding Naval Militiaman of the year. Inputs for the award were solicited from Reserve Units, Reserve Centers, and Readiness Command, and a selection board was established to determine the winners.

Through the years of presentation, the Josephthal Trophy has been awarded as a plaque and a check in an amount ranging from \$100 to \$300.

The trust fund is administered by the New York State Department of Taxation and Finance.

3. Discussion. Changes in the various federal drilling reserve components structure and the inclusion of non-federal reserve component members (5% Group) as eligible candidates require amending award policies and procedures.

4. Direction. The following policies are in effect for the Josephthal Trophy Award program:

a. The Josephthal Trophy will be awarded annually, with competition based on the State Fiscal Year (SFY) from 1 April through 31 March.

b. The Josephthal Trophy shall honor the New York "Naval Militiaman of the Year," and the New York "Naval Militia Unit of the Year."

(1) Only New York Naval Militia members, both male and female in good standing, are eligible for the Naval Militiaman of the Year award. With the exception of flag officers (O7 and above), there is no restriction on eligible pay-grades for this award. Criteria for selection as the Naval Militiaman of the Year include:

(a) Performance of duty and mission accomplishment on behalf of the New York Naval Militia, or the military forces of the State of New York, and/or

(b) Performance of duty and mission accomplishment on behalf of the member's federal reserve component unit or activity, and/or

(c) Performance of duty and mission accomplishment on behalf of the member's active duty service.

(d) Candidates must maintain the highest ethical and professional standards in keeping with the dignity of the award.

(2) Only units, including federal reserve units comprising at least 50% New York Naval Militia members are eligible for the Naval Militia Unit of the Year. Units may be commissioned or non-commissioned reserve units or detachments, or they may be strictly Naval Militia units down to the detachment level. Federal reserve units that principally drill or are assigned to reserve activities outside of New York State are not eligible for this award. Criteria for selection as the Naval Militia Unit of the Year include:

(a) Measures of readiness to meet assigned mission areas.

(b) Level of support provided to gaining command, reserve activity, or supported agency.

(c) Results of inspections, events, missions and assignments are to be included in the nomination justification.

(d) Medical and dental readiness measurements for the current year are to be included in the nomination.

(e) Unit nominations must include a roster of all personnel, to include name, rate or rank, and address; in addition to the RUIC or unit identifier, and Commanding Officer/Officer in Charge biography.

c. One individual and one unit award winner may be selected per year.

d. The New York Naval Militia Director, at headquarters shall ensure that adequate funds remain in the Josephthal account, to ensure that the fund balance is not depleted.

e. Nominations for the subject award may be made by any commander, commanding officer, or officer-in-charge of a New York Naval Militia command, unit or detachment; or any federal reserve unit or activity that has at least one New York Naval Militia member. Nominations may be made in standard military letter format, with supporting documentation, to Commander, New York Naval Militia. The Commander and Deputy Commander, New York Naval Militia are not eligible to submit nominations for this award.

f. The Commander, New York Naval Militia shall appoint a board of no less than three senior members of the New York Naval Militia to recommend award winners. One member of the board will be designated as President and will be responsible for ensuring that the board carries out its duties in accordance with this instruction. The board shall make a written recommendation to the Commander for the proposed award winner. All nomination packages for the award shall be included as an enclosure with the written recommendation to the Commander.

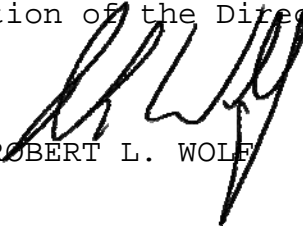
g. The Director shall ensure that suitable recognition is procured using funds from the Josephthal account. Typically, this recognition includes a New York Naval Militia plaque and an individual check to the winners.

h. Presentation of the Josephthal Trophy to the winners shall be made at a suitable ceremony.

i. Records of board decisions and monetary transactions shall be maintained at headquarters in a Josephthal Trophy file.

j. Upon approval of the recommendation by Commander, New York Naval Militia, the Director shall prepare a procurement requisition (PROREQ) to the New York State Division of Military and Naval Affairs Budget and Finance (MNBF) office, for the purchase of the winners' plaques. Upon approval of the PROREQ, an order will be placed with a suitable vendor to make the plaques.

k. The Director shall also submit a letter memorandum to MNBF requesting the issuance of checks payable to the award winners. The amount of the award shall be determined by the Commander, with the recommendation of the Director.



ROBERT L. WOLF