



## Greater Cheyenne Chamber of Commerce

### *Nomination Requirements and Procedures*

### *Military Affairs Committee Cheyenne Trophy Awards*

#### **Purpose**

This document announces the annual nomination procedures and deadlines for the Military Affairs Committee (MAC) Cheyenne Trophy, awarded to one outstanding unit from each service: the Air Force, Air National Guard, and Army National Guard.

#### **Background**

The Military Affairs Committee Cheyenne Trophy is presented annually to men and women of the United States Armed Forces whose mission accomplishment, patriotism, off-duty volunteerism, and community involvement have made a significant and lasting positive impact on the City of Cheyenne and its residents.

#### **Nomination Procedure and Criteria**

Nominations for the Military Affairs Committee Cheyenne Trophy must be submitted through command channels and received by the Greater Cheyenne Chamber of Commerce no later than **Tuesday, March 31, 2026**.

Each nomination package must include:

- Name, address, and telephone number of the nominating organization
- Name, address, and current position and/or status of the nominating official
- A summary of the unit's service or accomplishments demonstrating how the nomination meets the award criteria outlined in Sections A–C below
- Supporting documentation (optional)
- A proposed award citation not to exceed 90 words

## **Award Criteria**

- A. The unit exemplifies the values of duty, honor, courage, loyalty, commitment, integrity, and selfless dedication to mission accomplishment.
- B. The unit has significantly enhanced the quality of life for service members, their families, and the greater Cheyenne community.
- C. The unit has selflessly contributed an extraordinary amount of time, talent, or resources in service to the City of Cheyenne, the State of Wyoming, and the United States of America.

## **Award Presentation**

One Cheyenne Trophy will be awarded to each selected unit and presented at a joint award ceremony during the Greater Cheyenne Chamber of Commerce May Luncheon on Friday, May 8, 2026.

Nominating commands are responsible for selecting representatives to receive the award on behalf of their respective unit. Sponsoring commands will be notified by the Greater Cheyenne Chamber of Commerce Military Affairs Committee.

## **Submission Instructions**

All nomination materials should be submitted to:

Military Affairs Committee  
c/o Greater Cheyenne Chamber of Commerce  
121 W. 15th Street, Suite 204  
Cheyenne, WY 82001

Or via email to:

Jessica Pandullo  
[jessicap@cheyennehc.com](mailto:jessicap@cheyennehc.com)

All submissions must be received no later than Tuesday, March 31, 2026. Following the selection process, award recipients will be announced in coordination with each service's public affairs office.