

R&LHS Awards Program Rules

I. The Awards Program

- A. The Railway & Locomotive Historical Society (“R&LHS”) presents annual awards for contributions of lasting value to the interpretation of North American railroad history and its contexts.
- B. Except as noted below, these awards are presented annually. There are seven awards issued by the R&LHS:

1. Gerald M. Best Senior Achievement Award:

Awarded to an individual for significant and long-standing contributions to the writing, preservation, and interpretation of railroad history.

2. George W. & Constance M. Hilton Book Award:

Awarded for a distinguished work of lasting value to the interpretation of North America’s railroading history, published within the preceding five years of the award date.

3. David P. Morgan Article Award:

Awarded for a distinguished article or paper with a cover published date within the preceding five years of the award date of lasting significance to the interpretation of North America’s railroading history.

4. William F. Howes, Jr. Passenger Rail Article Award:

Awarded for a distinguished article or paper with a cover published date within the preceding five years of the award date documenting the history of railroad passenger service.

5. Fred A. & Jane R. Stindt Photography Award:

Awarded for a distinguished body of work over a long period of time, or a single photographic project or publication, making an outstanding contribution to the photographic interpretation of North America’s railroad history.

6. John E. Gruber Video Award:

Awarded for outstanding video projects that creatively and accurately educate viewers about one or more aspects of North America's railroading history.

7. Arthur D. Dubin Medal:

Awarded to honor lifetime contributions to the study of railroad history that have shaped the field immeasurably and helped to a better understanding why railroads are important to our country's development. This award is presented at the discretion of the Awards Committee and is presented to an individual whose contributions to the preservation and interpretation of railroad history are truly extraordinary.

- C. To maintain the integrity of the Awards Program, the following rules are applied to ensure transparency and fairness, as well as to avoid even the appearance of conflicts of interest. The rules are designed to ensure the highest standards and to ensure the trustworthiness of the program,

II. The Awards Committee

- A. The Awards Committee is responsible for soliciting nominations, voting on the awards, and preparing the citations for delivery to the recipients and for publication in *Railroad History*.
- B. The R&LHS Vice President, Awards serves as the Awards Committee Chair.
- C. The Awards Committee consists of at least twelve members of the R&LHS who are selected by the Awards Committee Chair, in consultation with the Executive Committee. Members serve for 3 year-terms and may be reappointed. To ensure continuity, the terms of the members shall be staggered, with one-third of the members appointed/reappointed annually.

III. The Nomination Process

- A. There is no R&LHS membership requirement to submit nominations.
- B. Nominations may be submitted by anyone, including members of the Award Committee. However, no self-nominations from members of the R&LHS Awards Committee will be considered for any award. Moreover, it is a conflict of interest (and thus prohibited) for a member of the R&LHS Awards Committee to

nominate a book or article that the nominator helped to create by providing material assistance in the research or drafting of the work in question.

- C. Nominations should be submitted via the Nomination portal on the R&LHS website. Nominations made via email or in writing by mail to the Awards Committee Chair may also be accepted.
- D. Nominations must contain sufficient information to allow the Awards Committee to conduct its work. At a bare minimum, the nomination shall include information justifying the nomination and sufficient citation information to allow the Committee to retrieve the publication, photographs, or video.
- E. For books, articles and videos, nominations are accepted for materials published in the five-year period preceding the awards cycle. For example, for the 2022 awards cycle, materials published from 2017-2021 may be considered. For magazine articles that are published as part of a series, the publication year of the final article of the series determines the eligibility.
- F. In all award categories, nominees must be living at the time of the nomination, although posthumous awards may be presented to individuals who die after being nominated.

IV. The Selection Process

- A. The senior achievement, photography and Dubin Medal awards are voted upon by the full committee. A majority of voting members of the Awards Committee is required for issuing these awards
- B. The Awards Committee Chair may establish panels to vote upon and make award selections for books, articles and/or videos nominated for awards. Such panels are limited to the awards cycle during which they are established.
- C. When no panels are established, the full Awards Committee will vote on the nominations for books, articles and/or videos.
- D. Awards shall be presented when a majority of the voting members of the full Awards Committee, or when applicable the panel, agree upon the nomination in question.
- E. Members of the Awards Committee may be considered for awards; however, no member of the Awards Committee can sit on a panel considering an award for that member and members are precluded from voting on any award category in which they were nominated for an award.

- F. Awards Committee Members who have nominated a book, article, video or individual for an award may sit on panels and vote on awards, despite having made such a nomination.
- G. Books, articles, and videos which are nominated, but which are not selected for an award, may be considered in subsequent award cycles without the need for additional nomination, provided the book, article or video in question was published within the five-year period preceding the award cycle.
- H. Individuals who are nominated for the senior achievement, photography and Dubin Medal awards who are not selected for awards may be considered in subsequent years without the need for additional nomination.
- I. The Awards Committee retains discretion not to issue an award in any category for which the nominee(s) do not meet the standards for the award under consideration.
- J. The Awards Committee Chair shall establish deadlines for the panels and the full Committee to ensure the selection process is completed in a timely manner.

V. Citations and Presentations of Awards

- A. The Awards Committee Chair shall assign committee members to prepare the citations for presentation to the award winners and for publication.
- B. Award Citations shall be published in *Railroad History*.
- C. All Award recipients shall receive a certificate and an honorarium of \$250; the Dubin awardee shall also be presented with a medal.
- D. The awards will be presented at the R&LHS Annual Meeting. If any award recipient is unable to attend the Annual Meeting, the award certificates shall be delivered in person in an appropriate public event, when practicable. The Awards Committee Chair may deputize other members of the Awards Committee or R&LHS Officers, Board members or society members to present the awards.

VI. Role of Awards Committee Chair

- A. The Awards Committee Chair shall ensure that the Awards Program is run fairly, transparently, and efficiently and is free of conflicts of interest (and the appearance of conflicts of interest) during the nomination and selection process.

B. In addition to the tasks described above, the Awards Committee Chair shall:

(1) Prepare a budget to cover the costs of advertising the Awards Program and for providing small monetary awards for the recipients.

(2) Coordinate with the editor of Railroad History and the R&LHS Quarterly Newsletter concerning advertisement of the awards program and publication of the award citations.

(3) Arrange for personal delivery of the citations to the award winners who cannot attend the Annual Meeting, if financially reasonable and when such delivery can be done in a timely manner.

(4) Work with the Awards Committee and Executive Committee to amend these rules when and as needed to ensure the integrity and viability of the R&LHS Awards Program.

(5) The Chair shall liaise with book and magazine publishers and video producers to facilitate copies of nominated materials for Committee Members to review.

(6) Collate and re-circulate nominations that did not result in selections for an award in accordance with Section IV. G.

(7) Periodically review and revise the list of railroad history-interested publications and groups to which announcements of awards are sent.

(8) Work with the Executive Committee to promote the Awards Program.

(9) Ensure that the R&LHS website provides accurate and up-to-date information on the Awards Program.