

10 January 1985

From: Rear Admiral Joseph H. WELLINGS, USN (Retired)
To: Chairman, U. S. Naval Academy Memorial and Gifts Advisory Board
Via: Director, Naval Academy Preparatory School
Subj: LETTER OF INSTRUCTION; REAR ADMIRAL J. H. WELLINGS AWARD FOR ACADEMIC AND LEADERSHIP EXCELLENCE

1. I desire to establish an annual award in support of the Naval Academy Preparatory School (NAPS) program. This award is to be given during graduation ceremonies to that graduating midshipman candidate who best demonstrates a combined excellence in academics throughout the scholastic year and in leadership while serving as a striper.

2. I desire that the award be in the form of a high quality pair of 7 power, 50 field binoculars with case suitable for nautical use. I desire additionally that appropriate personalized engraving be inscribed on the binoculars and/or case indicating the name of the award, recipient and date.

3. Enclosed is a check in the amount of \$3000 made payable to the U. S. Naval Academy Memorial Fund, Inc., who I desire to administer and disburse these funds and the interest earned from them as needed to finance this award. The annual financial disbursements would be made for:

a. The cost of purchasing the binoculars and case as described in paragraph 2 above.

b. The cost of engraving as described in paragraph 2 above.

c. The cost of maintaining the wall plaque in the NAPS dormitory as described in paragraph 4.e. below.

4. I desire that the NAPS Battalion Officer perform the following functions subject to the approval of the Director, Naval Academy Preparatory School:

a. To establish specific criteria and procedures for selecting the recipient of the award.

b. To select the recipient annually.

c. To purchase the binoculars and case and to procure appropriate engraving.

d. To maintain direct liaison with the Naval Academy Memorial and Gifts Advisory Board concerning the disbursement of funds, status of the account, and other administrative matters as appropriate.

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e. To cause to be maintained within the NAPS dormitory a permanent wall plaque recording each year's award recipient with a small name plate as is customary with all NAPS awards.

5. I desire that this award be in effect under this letter of instruction for a period of five years at which time it will become subject to review by the donor, the Naval Academy Memorial and Gifts Advisory Board and the Naval Academy Preparatory School. At the five year review the award can be continued, continued with modifications or discontinued.

JOSEPH H. WELLINGS
Rear Admiral
U. S. Navy (Retired)