



REPLY TO
ATTENTION OF

Molly Pitcher Nomination Letter Example

DEPARTMENT OF THE ARMY
2D BATTALION, 122D FIELD ARTILLERY
5200 SOUTH COTTAGE GROVE AVENUE
CHICAGO, ILLINOIS 60615-3603

NGIL-FAB-CO

1 November 2017

MEMORANDUM FOR RECORD

SUBJECT: Justification and Recommendation for

1. From February 2004 through April 2010, Mrs. _____ was an invaluable asset to Bravo Battery 2nd BN 122nd Field Artillery as the units Family Readiness Group (FRG) Leader. She built the FRG program for the unit from the ground up and supported it through two separate deployments in 2004 to 2005 to Germany and again in 2008 to 2009 to Afghanistan. Her skillful planning and devotion to the Soldiers and family members, especially during the deployments, was instrumental in keeping them informed and up to date. She accurately disseminated information in a timely manner and always took time for Soldiers family members to answer any questions that they had. The work she did supporting Bravo Battery was recognized by the State leadership and directly led them to hire her as a Family Assistance Specialist from 2010 to 2017.
2. _____ was selfless in her care of Bravo Battery's families throughout her years. During the unit's second deployment she assisted family members who lost their loved ones through their grieving and provided any additional support that they needed. Prior to the unit's second deployment in 2008, she organized the sendoff event that was attended by leadership from State level and brought all the Soldiers and their families together one last time prior to the unit shipping out to their MOB station. In 2009 Mrs. _____ organized a home coming for the unit. She coordinated with the government officials of community's local to Bravo Battery's armory location. These local community's lined the streets with fire and police vehicles, personnel, and people from across the community's all there to honor the Soldiers on their return.
3. _____ is a highly respected member of the 2nd BN 122nd Field Artillery family. She always put the needs of the Soldiers above her own. While working as a Family Assistance Specialist for the State she provided assistance for Bravo Battery's full time unit staff, entering Soldiers Family Readiness data directly into the State database. She also continued her support of the Battery by working directly with its Soldiers. She assisted them with family and financial hardships, getting the Soldiers in touch with people and resources to assist them.
4. _____'s many years of service to Bravo Battery, the 2nd BN 122nd Field Artillery, and the State of Illinois demonstrate her character and the truly remarkable person that she is and warrant her recognition.

LTC, FA, ILARNG
Commanding