

Nomination packages will be evaluated against the following criteria:

One or more awards will be given to either an individual or a team in each of the following areas: Acquisition, Program Management, Enterprise Risk, Financial Assistance/Grants Management, and Small Business. **If submitting multiple nominations, you will need to fill out a separate form for each individual or team per category.**

Criterion #1 – Results: The team or individual demonstrated results that exceeded original expectations. Criterion #2 – Impact: The impact of the effort was substantial and provided significant value to the agency and/or other beneficiaries.

Nominations will be judged using a two-step process:

Step 1: The initial nominations will be judged by senior acquisition and financial assistance professionals. Step 2: The top individual or team submissions will be forwarded to the DOC Chief Acquisition Officer who will select the winners.

Nominations should be submitted to ISD@doc.gov no later than **April 01** (*Unless otherwise specified*). The awards will be presented at the annual Big A Conference.

Note: The embedded form's "Save" button is only active after you download the document.

If you have questions regarding the nomination process, please contact Stephanie Green or Ron Allen at ISD@doc.gov or 202-482-4248.

**DOC Chief Acquisition Officer Excellence Awards
Nomination Form**

Fill in Current FY: _____

1. Select whether this nomination is for an individual or team award (select one):

- Individual Award
- Team Award

	Nominator's Contact Info	Individual/Team Member 1 Nominee's Contact Info	Supervisor's Contact Info
Name:			
Title:			
Org.:			
Email:			
Phone:			

	Team Member 2	Team Member 3	Team Member 4
Name:			
	Team Member 5	Team Member 6	Team Member 7
Name:			
	Team Member 8	Team Member 9	Team Member 10
Name:			

2. Select the category and subcategory (where applicable) for this nomination (*mandatory*):

- Acquisition Excellence**
 - Business Innovation
 - Technology Innovation
 - Category Management
 - Data Disruption
- Program Management**
- Enterprise Risk Management**
- Financial Assistance/Grants Management**
 - Grants Management
 - Process Innovation
 - Training and Development
 - Resource Management
- Small Business**

Acquisition Excellence Awards: Acquisition Excellence Nominations

3. What was the challenge that prompted the initiative and what goal were you trying to achieve? (300 word limit)

4. Please provide a description of the approach: (300 word limit)

5. What were the quantifiable results and impact, including metrics that were captured: (300 word limit)