

Call for Nominations Frequently Asked Questions

Q: Who should sign the endorsement letter?

A: An executive from the Nominating Office/Organization should sign the letter.

Q: For the memo, what is the address for U.S. Army Acquisition Support Center (USAASC)?

A: Nominations should be addressed to Ms. Vicky Deguzman, USAASC 9900 Belvoir Road, Building 201, Suite 101, Fort Belvoir, VA, 22060-5567.

Q: What is the reason for a Nominator Point-of-contact (POC)?

A: The Nominator POC is the person who the award's coordinator will contact if there are any questions about the nominee submission.

Q: For team nominations, there's only space for the team leader. Where do I list the other team members' names?

A: Please list all team members' names and e-mail addresses on a separate page and include it with the submission form. This added page will not count towards the page limit.

Q: What happens after I submit a nomination?

A: After a nomination is submitted, the Nominator, Unit Leader (if provided), and Nominator POC will receive an automated email that confirms the submission.

After the call for nomination's application closes, a pre-selected panel will vote on the nominations using the specific award criteria. The winner will be finalized after this voting process and will be announced in the fall/winter timeframe.