



**Department of Defense  
2020 David Packard Excellence in Acquisition Award  
Nomination Instructions**

**Please read this carefully before completing and submitting the nomination.**

**Background:** The David Packard Excellence in Acquisition Award, recognizes Department of Defense (DoD) acquisition programs and their teams that have demonstrated exemplary acquisition excellence, innovation and reform. Recent Packard Award winners are proof of the tremendous strides we continue to make in changing how we do business to become more agile and obtain greater efficiency and productivity. Their outstanding accomplishments are critical to delivering the enhanced lethality and warfighting readiness needed to protect our nation and ensure a decisive and sustained U.S. military advantage. Examples of recent winners include the the U.S. Air Force (USAF) Launch Enterprise team; the Special Operations Command's Distributed Common Ground/Surface System; and the U.S. Army's Sub Compact Weapon team. This is a great leadership opportunity to thank and recognize the workforce, nominating the best-of-the-best of DoD's outstanding acquisition teams. Additional information on the award is available at: <https://asc.army.mil/web/acquisition-awards/>.

**Eligibility:** All DoD organizations and teams are eligible for the Packard Award, with the exception of the Office of the Secretary of Defense (OSD) staff organizations. Contractors may not be listed as members of a team. **The award period is July 1, 2019 through June 30, 2020.** Achievements resulting from efforts starting before July 1, 2019 may be included, but the culmination of the achievement must be within the award period. For eligibility questions contact Rachel Berry, 703-664-5687, DSN 664-5687 or [rachel.h.berry.ctr@mail.mil](mailto:rachel.h.berry.ctr@mail.mil).

**Evaluation:** Nominations will be evaluated on the quality and innovation of specific actions taken by program or service acquisition teams, the exceptional nature of the challenges that were overcome and the significance of the improved outcomes. Teams should use the CCAR (Challenge-Context-Action-Result) model when completing the narrative of their accomplishments. Nominations should describe details of acquisition initiatives and tools used, clearly describe and substantiate actions taken, and quantify improved results. Nomination best practices include describing how actions provide lessons that can be more broadly applied, and how accomplishments and outcomes advance meeting objectives of the National Defense Strategy and the new Adaptive Acquisition Framework. The below examples are not intended to be all-inclusive or prescriptive.

Example of actions taken to improve outcomes:

- Design tradeoffs in the requirements process
- Use of Non-traditional suppliers
- Prototyping and experimentation
- Tailoring and innovative use of available acquisition pathways and authorities
- Improved software acquisition techniques, including agile development

**Selection:** The Packard Award Selection Board is comprised of a chair, appointed by the USD(A&S), and membership is composed of up to ten Senior Executive Service members. The board evaluates nominations and provides recommended winners to the USD(A&S) for review and approval. Multiple teams may be selected to receive the award based on merit.

**Instructions:**

**Nomination format, content, and logo.** The nomination package must include (in Microsoft Word) the completed nomination contact template (below) and a three (3)-page (maximum) narrative supporting the nomination, and a brief, not to exceed 200 word, award citation. A high-resolution organizational logo (at least 2 inches by 2 inches at 300 dots per inch) in either JPG or TIFF format must also be included with the email submission. The submitted nomination package must be Unclassified.

**Nomination approval.** The Army Director, Acquisition Career Management (DACM) Office of the U.S. Army Acquisition Support Center (USAASC) is the official collection point for U.S. Army nominations. The Army DACM Office will coordinate nomination packages for Army Acquisition Executive approval and endorsement to the USD(A&S).

**All nominations must be completed using the award application form herein and submitted, in MS Word format (not as a PDF), to the Army DACM Office through the online portal at <https://asc.army.mil/web/acquisition-awards/>**

**Submission deadline. Organizations must submit nominations by Thursday, June 4, 2020.** Due to schedule constraints, late submissions cannot be considered. You will receive an email acknowledging that your nomination has been submitted. If the point of contact has not received a confirmation e-mail within two business days after submission, please contact Rachel Berry, 703-664-5687, DSN 664-5687 or rachel.h.berry.ctr@mail.mil. An award application will not be considered complete until the applicant or submitter has received a confirmation e-mail.

**Recognition Ceremony.** The Under Secretary of Defense for Acquisition and Sustainment will recognize winners at the 2020 Defense Acquisition Awards Ceremony at the Pentagon, tentatively planned for late October 2020. Teams are typically limited to five government team members each for the awards ceremony. Winners and team accomplishments will be featured in the Pentagon's Defense Acquisition Workforce recognition display, the Defense Acquisition Magazine and other media venues.

**Travel Costs.** Winning organizations are responsible for all travel costs associated with teams attending the awards ceremony. Component acquisition leadership and winners will be notified several weeks in advance in order to facilitate travel planning and reservations. Awardee travel may be funded by component/organization funds or, if available, with component/organization DAWDA funding already allocated to components for FY 2020. Contact your Component DAWDA manager regarding availability of funding.

**Questions.** For questions regarding this award or the nomination process contact Rachel Berry, 703-664-5687, DSN 664-5687 or rachel.h.berry.ctr@mail.mil

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