



**Department of Defense
2020 Acquisition Workforce Development Innovation Award
Nomination Instructions**

Please read this carefully before completing and submitting the nomination.

Background: The Defense Acquisition Workforce Development Innovation Award recognizes talent management excellence and innovation by acquisition organizations to ensure their workforce is ready and equipped to deliver world-class warfighting capabilities to the warfighter. Cultivating talent includes equipping the acquisition workforce with training and development for today and future mission success, preparing for the next generation workforce, engaging the early career workforce, developing leaders, improving diversity and leveraging technology to achieve modern talent management. Examples of recent winners include Space and Naval Warfare Systems Center Atlantic North, U.S. Army Combat Capabilities Development Command - Ground Vehicle Systems Center, and the U.S. Special Operations Command - Special Operations Forces Acquisition, Technology, and Logistics. This is a great leadership opportunity to thank and recognize the best-of-the-best organizations in talent management excellence. Additional information on the award is available at: <https://asc.army.mil/web/acquisition-awards/>

Eligibility: All DoD acquisition organizations are eligible to compete for the 2020 Defense Acquisition Workforce Development Innovation Award. Component-level Acquisition Career Management offices, the Office of Human Capital Initiatives (HCI), and the Defense Acquisition University are not eligible for this award. Nominations may be submitted in one of two categories: (1) Small Organization – organizations with fewer than 500 employees; and (2) Large Organization – organizations with 500 or more employees. The application procedures are the same for both categories. **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.

Evaluation: Nominations will be considered based on demonstrated talent management excellence and innovation:

- 1) **Specific achievements and/or innovations (50 points).** Demonstrated exceptional innovative thinking and progress in tackling workforce development challenges. Describe your organization's exemplary innovations and/or initiatives leading to the achievements. Examples include, but are not limited to, introducing modern talent management platforms; improving the pipeline of talent through college internships, leadership development through work experiences and exchange/rotation assignments, mentoring, and knowledge transfer; and ensuring the workforce has skillsets to achieve technical excellence.
- 2) **Value of the nominee's contribution (30 points)** to the mission of one's organization in strengthening and responsibly sustaining the acquisition workforce. The contribution should demonstrate direct impact in achieving organization and/or Component priorities. Examples include, but are not limited to, workforce policy, programs, process improvements, productivity gains, and organizational reform for greater performance and affordability.

- 3) Contribution to DoD acquisition improvement priorities (20 points). Workforce development investments and best practice sharing that enhance the success of one's team, organization, component, and the greater acquisition community in achieving acquisition outcome success. Examples include, but are not limited to, addressing critical skill gaps and the leveraging of incentives and flexibilities in the recruitment and retention of top talent.

Selection: The HCI Site Director will establish and forward nominations to the Workforce Development Innovation Award Selection Board. The board is comprised of senior leaders and professionals experienced in workforce training, development, and talent management. HCI will provide the board recommended winners to the USD(A&S) for review and approval.

Instructions:

Nomination format, content, and logo. The nomination package must include (in Microsoft Word) the completed nomination contact template (below) and a three 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.

All nominations must be completed using the award application form herein and submitted, in MS Word format (not as a PDF), 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.

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).

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

Monetary Award. Subject to current OSD Personnel and Readiness guidance, the Small Organization and Large Organization winners may be eligible for a \$10,000 group monetary award for not more than five (5) civilian team members. Contractors, while integral to the winning

organization's success, are not eligible to be part of the group monetary award. Component organizations normally fund monetary awards with mission funding or available component Defense Acquisition Workforce Development Account (DAWDA) funding. When the 2020 OSD P&R award guidance is released, HCI will update this awards guidance, as appropriate.

Travel Costs. Winning organizations are responsible for all travel costs associated with 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. Contact your Component DAWDA manager regarding availability of funding.

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