



## 2024 Software Innovation Team Award Nomination Instructions

**Background:** The Software Innovation Team Award was established in 2019 to recognize teams who are driving speed, innovation, and the use of best practices in software development and software acquisition. Across DoD, new software teams, including Service “software factories” are standing up to deliver frequent and high-quality software capabilities into the hands of Warfighters – supporting the National Defense Strategy is imperative to increase readiness and lethality.

U.S. national security increasingly relies on software to execute missions, integrate, and collaborate with allies, and manage the defense enterprise. The ability to develop, procure, assure, deploy, and continuously improve software is central to our national defense. The threats facing the United States are evolving at an increasing pace, and the ability for the Department of Defense to adapt and respond is determined by its capability to rapidly develop and deploy innovative software technologies to the Warfighter.

The inaugural winner of this award was the Air Force Kessel Run (KR) team. KR was recognized as a model for Defense DevSecOps and Agile software acquisition. The KR Team rapidly fielded eighteen software capabilities, including an aircraft tanker-planning tool, using agile software development and lean start-up methodologies. KR also helped modernize the F-35 Autonomous Logistics Information System. The 2024 award provides leadership another great opportunity to recognize the innovative efforts of Services and Agencies to swiftly innovate, with urgency, to deliver solutions now and deploy DoD’s new generation of software capability. Additional information on the award is available at: <https://asc.army.mil/web/acquisition-awards/>.

**Eligibility:** All DoD organizations and teams are eligible to be nominated for the 2024 Software Innovation Team Award, except for the Office of the Secretary of Defense (OSD) staff organizations. Contractors and contractor employees are not eligible for this award. The award period is July 1, 2023, through June 30, 2024. Achievements resulting from efforts starting before July 1, 2023 may be included, but the culmination of the achievement must be within the award period.

**Evaluation:** Nominations will be evaluated as follows:

- 1) Specific achievements and/or innovations (50 points). Describe your organization’s exemplary accomplishments driven by innovation, using software development and acquisition best practices, with speed, to deliver frequent and high quality solutions to the Warfighter.
- 2) Value of the contribution (30 points). Describe the positive impacts and value for the Warfighter.
- 3) Demonstration of leadership initiative (20 points). Describe examples of leadership initiative, for example (not inclusive): creating improved organic software talent; creating software development units who develop and deploy with speed and reduced cycle time, software to the field using DevSecOps practices; and strengthening program office software development and acquisition capabilities.

**Selection:** The Defense Acquisition University (DAU)/Office of Human Capital Initiatives (HCI) of OUSD(A&S) will forward nominations to the Software Workforce Innovation Team Award Selection Board. DAU/HCI will provide the board recommended winner to the Under Secretary of Defense for Acquisition and Sustainment (USD(A&S)) for review and approval.

**Instructions:**

**Nomination format, content, and logo.** The nomination package must include (in PDF) the completed nomination contact template (below) and a three-page (maximum) narrative supporting the nomination, and a brief, not to exceed 200 words, 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 submission. The submitted nomination package must be Unclassified.

**Nomination approval.** The nomination package must be submitted with a signed endorsement letter from the organization commander. Each organization may nominate one team. Contractors may not be listed as members of the team. The Army Director, Acquisition Career Management (DACM) Office 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).

**Submission deadline.** Your nomination must be submitted electronically no later than May 31, 2024. For more details on award categories and criteria, and to submit your nominations, visit the U.S. Army Acquisition Support Center website at <https://asc.army.mil/web/acquisition-awards/>

**Recognition Ceremony.** The USD(A&S) will recognize winners at the 2024 Defense Acquisition Awards Ceremony in an late 2024 ceremony. Winners and team accomplishments will be featured in the Pentagon's "E-Ring" Defense Acquisition Workforce recognition display, the Defense Acquisition Magazine, and other media venues.

**Monetary Award.** Subject to Office of Secretary of Defense (OSD) Acquisition and Support guidance, the Software Innovation Team winners may be eligible for a \$10,000 group monetary award for not more than five (5) civilian team members. Component organizations normally fund monetary awards with mission funding or available component Defense Acquisition Workforce Development Account (DAWDA) funding. In the event additional OSD P&R award guidance is released on group monetary awards, HCI will update this awards guidance, as appropriate.

**Questions.** For questions regarding this award or the nomination process, contact Rachel Longarzo at [rachel.m.longarzo.civ@army.mil](mailto:rachel.m.longarzo.civ@army.mil).



## Department of Defense (DoD) Software Innovation Team Award Nomination Submission Form

<b>Part I - Nominated Organization / Group / Team</b> <i>(Note: The winning organization and team name will be printed on all materials and trophies as listed below)</i>	
Name	Mailing Address
DoD Component	Command / Organization
<b>Part II - Name of Service / Component Acquisition Executive / Senior Acquisition Leader</b>	
Name	Title
Telephone	Email
<b>Part III - Submission Point of Contact</b> <i>(Individual to be contacted if there are questions regarding nomination package)</i>	
Name	Title
Telephone	Email
<b>Part IV - Director, Acquisition Career Management</b>	
Name	Title
Telephone	Email
<b>Part V – Organization Information</b>	
Organization Size (Military & Civilians)	Organization Acquisition Workforce Members (Military & Civilian)
Organizational Mission Statement (Maximum 100 words):	

**Part VI – Nominated Team Information**

**TEAM MEMBER INFORMATION:**

List up to five names of key individuals responsible for the team's accomplishments (those managing initiatives cited in narrative). *If selected, these individuals will accept the award on behalf of the team.*

Include: Full Name, Position Title, and Rank (if applicable).  
Select each team member's assigned Functional Area.

List the Team Lead first, followed by four team members:

**SUPERVISOR EMAIL ADDRESS:**

*(Supervisors will be notified if the team is a winner)*

**Section VII – Nominee Narrative**

*Narrative should not exceed the three pages provided in the nomination form template. Nominees will be evaluated in the areas of 1) Specific Achievement or Innovation (50 points); 2) Value of the Nominee’s Contributions (30 points); and Demonstration of Leadership Initiative (20 points).*

**Section VII – Nominee Narrative *(Continued)***

**Section VII – Nominee Narrative *(Continued)***

**Section VIII – Award Citation**

*The Award Citation may be used for various recognition purposes, such as notification of award winners in the Defense Acquisition Magazine or other acquisition periodicals. The Award Citation may not exceed 200 words.*



**Section IX – Logo**

*A high-resolution organizational logo (at least 2 inches by 2 inches at 300 dots per inch) in either JPG or TIFF format. To add your logo, "click" the "Tools Bar" to edit the PDF, "click" on the "Add Image" icon in the tool bar that appears above and insert the logo in the area below.*

*Organizational Logo (If you are unable to insert your organizational logo, you may attach a JPG or TIFF file to your email submission)*

**Nomination Package Checklist**

*Nomination Packages must be complete to be considered, please do one final check before submitting all packages for consideration.*

Nomination Form

Nominee Narrative

Award Citation

Logo (JPG or TIFF)