

Assistant Secretary of the Army for Acquisition, Logistics, and Technology

2025 Army Acquisition Executive's (AAE) Excellence in Leadership Awards

Please read the following information carefully before completing and submitting this application.

Category: Barbara C. Heald (Deployed Contracting Civilian) Award

Background: The 2025 AAE's Excellence in Leadership Award for the Barbara C. Heald (Deployed Contracting Civilian) recognizes the professional whose outstanding contributions and achievements support the Army acquisition community and the Army Contracting Enterprise and merits special recognition.

Eligibility:

1. Any deployed Army Acquisition Workforce (AAW) contracting civilian, or CONUS contracting civilian who support deployed or contingent* operations who has made significant contributions to the contracting functional area during their tour of duty is eligible.
[*Contingency contracting includes all contracting done in, and in support of, a contingency environment (declared and not declared). This includes major theater war, stability operations, natural disasters, and other calamitous events. Recent examples of DoD contingency operations include OPERATION UNITED ASSISTANCE (West Africa 2014, Ebola response) and multiple Covid-19 Response Task Force and Operation Warp Speed.]
2. Nominee contributions must have been made between 1 June 2024 – 31 May 2025.
3. Nominees must:
 - a. Occupy an acquisition workforce designated position.
 - b. Be current, or within the grace period, in their Defense Acquisition Workforce Improvement Act (DAWIA) Contracting functional area certification and achieved the required 80 continuous learning points during the prior two-year continuous learning cycle (1 Oct 2022 - 30 Sep 2024).

Evaluation Criteria:

Nominees for this award must have made a significant contribution to the contracting functional area during the eligibility period to be considered for this award. This award recognizes the past performance of an individual who has clearly demonstrated exceptional contracting mission accomplishment, selfless service to the United States, extraordinary and uncompromising professionalism, and true commitment to the personal and professional growth of others within the command.

Nominations will be considered based on demonstrated excellence and contribution to contracting acquisition mission success in the following areas.

1. **Specific achievements** during the eligibility period. Given that many achievements

result from one's efforts and contributions cumulatively over a period of time, achievements that take place over more than the 12-month window may be reported, but the culmination of the work must be within the window. Quantifiable descriptions of achievements are particularly desired. What impact did their action have on the unit or command?

2. **Value of the nominee's contributions** during the award period to the contracting mission of one's organization in supporting one or more of the ASA(ALT)'s priorities:
 - a. Program Execution and Performance
 - b. Embrace New Approaches to Improve Software Acquisition
 - c. Security of Acquisition Efforts (Cyber, Supply Chain)
 - d. Ensure Testing and Evaluation Provides Valuable Feedback
 - e. Improve Coordination with Congress
3. **Demonstration of leadership**, including, by example, mentoring, and best practices to enhance the success of one's team and the greater contracting acquisition community in achieving acquisition outcome success.
4. **Barbara C. Heald (Deployed Contracting Civilian) Award criteria**: recognizes any deployed Army Acquisition Workforce (AAW) contracting civilian, or CONUS contracting civilian who support deployed or contingent* operations and whose actions clearly demonstrate or embody those unique, outstanding qualities possessed by Ms. Heald. This includes making extraordinary commitment and sacrifices in the service of their country; demonstrated professionalism in contracting; and dedicated to selfless public service aimed at supporting the mission of the United States Army.

Nomination Deadline and Submission:

1. The deadline for nomination submissions is July 25, 2025. **Submissions will not be accepted after 11:59 p.m. ET, July 25, 2025.**
2. Only one nomination may be submitted from each organization.
3. Completed nomination packets must be submitted to the U.S. Army Acquisition Support Center (USAASC) Army Director, Acquisition Career Management (DACM) Office through the Web-based call for nominations application at:
<https://asc.army.mil/web/aae-awards/>

Nomination Packet Requirements and Format:

A completed nomination submission package will include the following:

1. Signed endorsement memo (one per nomination).
 - a. The senior ranking civilian employee or military official will provide an endorsement letter to describe the nomination. The letter **MUST** indicate that the nominee is current, or within the grace period, in his or her DAWIA Contracting functional area certification and continuous learning points.
 - b. Each nomination must have its own endorsement memo addressed to Director, Acquisition Career Management, 9900 Belvoir Rd, Bldg. 201, Fort Belvoir, VA

22060.

2. Completed nomination form with the following components:
 - a. Narrative
 - Separate sections describing the contributions for each of the four evaluation criteria (specific achievements; value of the nominee's contributions; demonstration of leadership; and Barbara C. Heald (Deployed Civilian) Award specific criteria).
 - Should not exceed **two** pages.
 - The format will be single-spaced text, Arial, 12-point font, single-sided 8 ½" x 11" page, 1" margins.
 - b. Citation
 - A short summary of accomplishments (not to exceed 200 words). This should be at the end of the nomination form and does not count against the two-page limit.

Miscellaneous Details:

1. The nominating point of contact (POC) and/or the organization's award POC will receive an automated email to confirm receipt of a completed submission. Contact the awards coordinator if the POC does not receive a confirmation email within one day after the submission.
2. An appointed panel of judges will select the award winners.
3. The awards will be presented by the AAE at the annual Army Acquisition Awards ceremony in January 2026.

Awards Coordinator:

Questions regarding the 2025 Army Acquisition Executive's Excellence in Leadership Awards or the application and nomination submission process should be addressed to the awards coordinator, Ms. Rachel Longarzo, at rachel.m.longarzo.civ@army.mil. Additional information can be found on the award website at: <https://asc.army.mil/web/aae-awards/>.