



**Department of Defense
2025 David Packard Excellence in Acquisition Award
Nomination Instructions**

Please read this carefully before completing and submitting the nomination(s).

Background: The David Packard Excellence in Acquisition Award recognizes organizations, groups, and teams who have demonstrated exemplary innovation and best acquisition practices that achieve acquisition excellence in the Department of Defense (DoD). It is the DoD's highest acquisition team award and was first awarded in 1996 in honor of David Packard, a Deputy Secretary during the Nixon Administration. This is a great opportunity to thank and recognize 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, except for Office of the Secretary of Defense (OSD) staff organizations. All team members listed on the nomination form must be DoD civilian or military personnel. Contractors may not be listed as members of a team.

The award period is July 1, 2024, through June 30, 2025. Achievements resulting from efforts starting before July 1, 2024, may be included, but the culmination of the achievement must be within the award period.

Evaluation: Nominations will be evaluated based on the quality and innovation of actions taken by acquisition teams, the exceptional nature of the challenges that were overcome, and significance of the improved outcomes. Teams should use the CCAR (Challenge-Context-Action-Result) model when completing the nomination narrative. Nominations should describe acquisition initiatives and tools used, 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.

1. Contribution to the National Defense Strategy (NDS)
 - How accomplishments and outcomes advance objectives of the NDS.
2. Effective Results and Outcomes
 - Programs and initiatives that have demonstrated measurable results that benefit DoD's warfighters and missions.
3. Innovation and Creative Problem Solving
 - Innovative Approaches including, but not limited to:
 - Creative use of acquisition pathways and authorities
 - Tailoring and streamlining to deliver at the speed of relevance
 - Innovative use of Mission Engineering, Prototyping and Experimentation to reduce risks in developing new capabilities

- Prototyping and Experimentation
 - Use of non-traditional suppliers, contracting methods, and best practices
 - Leveraging a digital ecosystem across the acquisition lifecycle
4. Collaboration and Teamwork
 - Effective collaboration and demonstrated leadership involving multiple acquisition functional areas, DoD's industry partners and agencies external to DoD (if applicable).
 5. Technological Advancement
 - Technical Innovation: Assess the introduction of new technologies or the novel application of existing technologies to solve complex defense challenges.

Selection: The Packard Award Selection Board is comprised of a Chair, appointed by the Under Secretary of Defense for Acquisition and Sustainment (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) to review and approve. Multiple teams may be selected to receive the award based on merit.

Instructions:

Nomination format, content, and logo. The nomination package must include (in PDF) the completed nomination submission template (below), a three-page (maximum) narrative supporting the nomination, and a brief award citation (approximately 100 words, not to exceed 200 words). A high-resolution organizational logo (at least 2 inches by 2 inches at 300 dots per inch) in either JPG or TIFF format must be included with the emailed submission. The nomination package should not contain information classified above Controlled Unclassified Information (CUI). Note: Award citations of winning nominations will be made public and should not include CUI.

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 June 18, 2025. 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 2025 Defense Acquisition Awards Ceremony in early 2026. 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.

Questions. For questions regarding this award or the nomination process, contact Rachel Longarzo at rachel.m.longarzo.civ@army.mil.



Department of Defense (DoD) **David Packard Excellence in Acquisition Award** **Nomination Submission Form**

Part I - Nominated Organization / Group / Team	
<i>(Note: The winning organization and team name will be printed on all materials and trophies as listed below)</i>	
Team Name	Mailing Address
DoD Component	Command / Organization
Part II - Name of Service / Component Acquisition Executive / Senior Acquisition Leader	
Name	Title
Telephone	Email
Part III - Award Coordinator Point of Contact	
Name	Title
Telephone	Email
Part IV - Primary Organization Point of Contact	
Name	Title
Telephone	Email
Part V – Organization Information	
Organization Size (Number of Military & Civilians)	Number of Acquisition Workforce Members (Military & Civilian)
Organizational Mission Statement (Maximum 100 words):	

Brief description of the organization's structure:

Chain of Command to whom the organization, group, or team reports:

TEAM MEMBER INFORMATION:

List up to five key individuals responsible for the team's accomplishments (those managing initiatives cited in the narrative).

Note: If selected, these individuals will accept the award, on behalf of the larger team, at the annual awards ceremony and receive individual certificates. Individuals listed must be DoD military or civilian personnel. Contractors may not be listed on this form.

In the first column, include: Full Name, Position Title, and Rank (if applicable)

In the second column, select each team member's assigned Functional Area (leave blank if the individual is not coded to an acquisition position)

In the third column, provide the individual's email address. (Provide the Team Lead's Supervisor's Email where indicated)

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

Team Lead's Supervisor's Email:

Section VI – Nominee Narrative

Narrative should not exceed the three pages provided in this nomination form template. Nominees will be evaluated according to the Evaluation criteria described on page one of Attachment B1.

Section VI – Nominee Narrative (*Continued*)

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Section VII – 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 and should not include CUI.

The Award Citation should be approximately 100 words and may not exceed 200 words.

Section VIII – 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)