**Nomination Form for**

**DIGITAL SERVICE CONTRACTING PROFESSIONAL**

**TRAINING AND DEVELOPMENT PROGRAM**

**Candidate Information:**

**Name:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Agency/Org:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Grade Level:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **FAC-C Level:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supervisor Information:**

**Name:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Agency/Org:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We hereby agree that the nominated candidate will be fully engaged in the program. The candidate will be allowed to make this program his or her priority assignment for the 6 months of the program. This entails 8 to 12 hours a week of learning and other activities, and approximately 16 days of classroom time in Washington, D.C.

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Candidate Signature Supervisor Signature

Approval from agency Senior Procurement Executive or senior acquisition official received: Yes No

Name of approving Agency Senior Procurement Executive or senior acquisition official:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

A complete nomination package consists of the following:

* **Nomination Form (this doc)**
* **Candidate Interest Statement –** a concise description of the candidate’s reason for wanting to participate in this program and how the skills learned will impact the candidate’s career path - limited to one page or a five-minute video.
* **Candidate Experience Statement –** a concise description of the candidate’s experience in being a change agent for innovative acquisition methods, especially in IT or digital services acquisitions. Detail specific examples related to innovation in acquisition, including the results and impact of the examples – limited to two pages or a five-minute video.
* **Approval from both Supervisor and either Agency Senior Procurement Executive (CFO Act agency) or senior acquisition official (small agency)**

**Nominations are due by April 29, 2016 to** [**challenge@omb.eop.gov**](mailto:challenge@omb.eop.gov)**.**