



## 2016 USD(AT&L) David Packard Excellence in Acquisition Award

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

**Background:** The David Packard Excellence in Acquisition Award, sponsored by the Under Secretary of Defense for Acquisition, Technology, and Logistics (USD(AT&L)), recognizes Department of Defense (DoD) civilian and military organizations, groups, or teams who have demonstrated exemplary innovation and best practices in the acquisition of products and services. This award reflects achievements that exemplify goals and objectives established for furthering life cycle cost reduction and/or acquisition excellence in the Department. It is the preeminent acquisition awarded granted by the USD(AT&L).

**Eligibility:** All Component and DoD AT&L organizations, with the exception of the Defense Acquisition University and the Office of Human Capital Initiatives, are eligible to compete for the 2016 Packard Awards. Questions concerning eligibility should be directed to the award coordinator at 703-693-8342 or [packard.award@dau.mil](mailto:packard.award@dau.mil). Nominations are for organizations, groups, or teams that have exhibited superior accomplishments significantly contributing to defense acquisition, technology, and logistics goals, initiatives, and programs. The award will be granted for contributions made or completed within the 12-month period from July 1, 2015, through June 30, 2016. Given that many developments result from an organization's efforts and contributions cumulatively over a period of time, initiatives that began before the 12-month window may be reported, but the culmination of the work must be within the window that is specified above.

**Evaluation Criteria:** The primary judging criteria will be exemplary use of innovation and best acquisition practices, including the Better Buying Power (BBP) initiatives, to achieve outstanding acquisition outcomes for the Warfighter and the taxpayer. The BBP focus areas and associated initiatives can be found at <http://bbp.dau.mil>.

Nomination packages should describe the challenges faced by the program or service acquisition and the context in which those challenges had to be addressed. For each challenge, the package should describe the actions taken to achieve outstanding outcomes, particularly actions that show innovation and exceptional initiative, including application of the BBP initiatives and the flexibility provided by applicable statute and regulations. The package should describe how these actions led to improved and quantified acquisition outcomes, and how these outcomes benefitted the Warfighter and the taxpayer. The narrative should describe if and how lessons from this experience might be generalized for use elsewhere in the acquisition enterprise.

It is not necessary to address all the focus areas/initiatives. Rather, nominations should make a strong case for actions taken that were most important to the acquisition's success. Multiple teams may receive the award based on merit.

### **Detailed Instructions:**

1. Each Military Department may nominate up to five teams, and other Components may nominate two teams each. Contractors are not permitted to be listed as members of the team. Nomination packages **must** be submitted through the appropriate Acquisition Executive and accompanied by an endorsement letter to the USD(AT&L).

**All awards must be completed using the award application form herein and submitted, via e-mail in MS Word, to the award coordinator at [packard.award@dau.mil](mailto:packard.award@dau.mil).**

Applications must include:

- a) The administrative information on the following page.
  - b) A narrative describing the team's accomplishment(s) **not to exceed two pages.**
  - c) A citation award abstract summarizing your narrative **not to exceed 300 words.**
  - d) A high resolution organizational logo (at least 2 inches by 2 inches at 300 dots per inch) in either JPG or TIFF format, attached with your e-mail submission.
2. **Applications must be submitted by August 1, 2016.** Late submissions cannot be considered due to schedule constraints.
  3. The award coordinator will acknowledge all applications received. If the point of contact has not received a confirmation e-mail within two business days after submission, please contact the award coordinator at 703-693-8342. Award applications will not be considered complete until you have received a confirmation e-mail.
  4. The USD(AT&L) will oversee the awards process and will appoint a chair for the Packard Award Board, which will be composed of up to 10 Senior Executive Service panel members within OUSD(AT&L). The Board Chair will be responsible for selecting the other panel members to review and evaluate the nominations. Once the Board has completed the review process, the Board Chair will present the recommendations to the USD(AT&L), who is the final approval authority.
  5. Presentation of the 2016 Packard Award to the winning team(s) will take place in the late 2016/early 2017 timeframe at a formal awards ceremony.
  6. All travel costs associated with an awards presentation will be borne by the nominating organization. The winning organizations will be notified several weeks in advance in order to facilitate travel reservations. Because of limited space at the awards ceremony, winning teams are typically limited to five representatives each.
  7. OUSD(AT&L) will ensure the winning organizations are announced in various communication media.
  8. Questions regarding the 2016 Packard Awards or the application process should be addressed to the award coordinator at 703-693-8342 or [packard.award@dau.mil](mailto:packard.award@dau.mil). Additional information can be found on the awards website at [www.dau.mil/acqawards](http://www.dau.mil/acqawards).

## **Administrative Information**

### **Award coordinator POC:**

Name:

Telephone:

Email:

### **Organization, Group, or Team**

Name:

Mailing Address:

Address (continued):

City:

State:

Zip:

### **Primary Organization Point of Contact (POC)**

Name:

Title:

Telephone:

E-mail:

### **Alternate Organization POC**

Name:

Title:

Telephone:

E-mail:

### **Current Number of Employees:**

### **Your organization, group, or team's mission statement:**

### **Brief description of your organizational structure:**

### **Chain of command to whom your organization, group, or team reports:**

### **Names and position titles of individual(s) contributing to organization, group, or team:**

**Award Narrative**

(Two pages maximum, 12-point Times New Roman, based on criteria described herein)

**Award Citation Abstract**

(Maximum 300-word summary that will be placed in the award program for the winning teams)