

# Package Submitter Roles

Check Board Info from the All SC Boards Web Part

## Review Board Info

All SC Boards

Show  entries

Search:

**All Boards** Add Board

Title	Due To SC	Final Due Date	Board Date	Attachments
1st Quarter	Aug 17	Aug 28	Aug 25	<a href="#">Get</a> <a href="#">Edit</a>
2nd Quarter	Aug 26	Aug 31	Aug 28	<a href="#">Get</a> <a href="#">Edit</a>
Sijan	Aug 21	Sep 04	Aug 28	<a href="#">Get</a> <a href="#">Edit</a>

Previous  Next

Review Board Info by clicking on the Board Row

**Board Info**

Title	2nd Quarter
Due To SC	8/26/2020
Final Due Date	8/31/2020
Board Date	8/28/2020
Categories	SNCO NCO AMN CIV CAT I CIV CAT II CIV CAT III Technician
Attachments	<a href="#">to SC and THIS AWARD.png</a>
Last modified at 8/13/2020 5:36 PM by	BECHARD, WILLIAM J MSgt USAF HAF NASIC/SCQ

[Close](#)

This has guidance from SC perspective of the Board

This will Pop-up Board Info, which can contain Useful info and guidance on the Board.

Also check the CSS Board Info from the Awards Calendar WebPart, by clicking on the GRAY Boards.

**Awards Calendar**

August 2020

today < >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3 Commander's Award Jewish Institute of N MGen Harold E. Wal NASIC Wall of Hono	4	5 National Public Serv	6	7	8
9	10	11	12 Gears of Governmer	13	14	15
16 1st Quarter	17	18	19	20	21 Lance P. Sijan USAF I Sijan	22
23	24	25	26 2nd Quarter	27	28	29

This will Pop-up Board Info from CSS

**National Public Service Award**

Title	National Public Service Award
2 Ltr Noms Due to CSS	7/29/2020
Due to Sponsor	7/29/2020
Description	The American Society of Public Administration (ASPA) and the National Academy of Public Administration (NAPA) proudly established the NPSA to honor individuals who have made outstanding contributions and whose accomplishments can be viewed as models of public service within and outside the work environment. The NPSA program recognizes individuals with agency-wide responsibility who exhibit the highest standards of excellence, dedication, and accomplishment over a sustained period of time, and who are creative and highly skilled career managers at all levels of public service. This award is open to both military and DoD civilian employees.
CSS POC	Ursula Parchment
Notes	
Documents Required	CC/Dir Nomination Memo; Citation; Public Release Statement
Governing Directive/Sponsor	
Callout Month	May
Beg Callout Month	5/1/2013
Number of Noms Rec'd	0
Awd Type	Civ/Mil Individual
Nom Page Count	0
Awd Status	Standby
Classified Packages?	No
Attachments	<a href="#">Atch 2 - Sample Group CC_Director Nomination Memo.docx</a> <a href="#">Atch 3 - Sample Nomination.docx</a> <a href="#">Atch 4 - Sample Public Release Statement.pdf</a> <a href="#">Atch 5 - Sample Citation.docx</a> <a href="#">National Public Service Award.pdf</a> <a href="#">NPSA Format Outline.docx</a>
Created at 8/28/2013 12:43 PM by	ANDERSON, JEFFREY S CIV USAF AFMC HQ AFMC/A1M
Last modified at 5/31/2020 1:54 PM by	PARCHMENT, URSULA M CG-06 USAF HAF NASIC/CSS

[Close](#)

# Submit a Package

Click on the Submit Package Button, which will pop up the Submit Package Modal.

Submit Package

Submit Board Member

Submit Rankings

## Submit Package Form

Choose a Board that the Package is being submitted to. (Note: This will be loaded from the Board List Items).

Target Board \*

1st Quarter

Choose a year. This will likely be Auto Filled to the current year. However in situations where you are targeting a different year you may need to type in a 4 digit year

Year \*

2020

Auto filled. Only change if needed to match the year the board is in. Format XXXX IE:2020

Select the Category for which the Package belongs. (Note: This is pulled from the Board List Item Category field.)

Category \*

SNCO

Type the Nominee's name and make sure you click on the correct RESOLVED name.

Nominee \*

Enter a name or email address...

Select the SC Org that the Nominee is from.

Org \*

SCP

Add Attachment(s)

Add File

Finally add the required attachments: 1206, Citation – etc. More than one file can be attached, however it has to be added one at a time.

Save

Cancel

Note: There is checks to ensure that common errors are caught:

A Nominee package for the same board/year can be submitted 2x  
No Packages can be submitted against a CLOSED Board

# My Submitted Packages

## My Submitted Packages

Will start Collapsed. Click on it to Expand.

## My Submitted Packages

Show 10 entries

Sort any Field by clicking on the up/down arrows.

Search:

Can type in Search and it will filter (all fields) on the search term.

## Your Submitted Packages

Year	Target Board	Category	Nominee
2020	2nd Quarter	General	BECHARD, WILLIAM J MSgt USAF HAF NASIC/SCQ
2020	1st Quarter	SNCO	HATCHER, ANTONIO L MSgt USAF AFMC AFIMSC/IZCI
2020	1st Quarter	SNCO	SHOVER, CHRISTOPHER M SrA USAF HAF NASIC/SCPD

Will Show all Packages that the logged in User has submitted.

Showing 1 to 3 of 3 entries

Previous 1 Next

If a lot of entries, you can skip ahead multiple pages

Clicking on a Package Row will pop up the Edit Package Modal.

## Edit Package

Target Board \* 2nd Quarter

Year \* 2020  
Auto filled. Only change if needed to match the year the board is in. Format XXXX IE:2020

Category \* General

Nominee \* BECHARD, WILLIAM J MSgt USAF HAF NASIC/SCQ x

Org \* SCO

Add Attachment(s) Add File

Created at 7/10/2020 3:18 PM by BECHARD, WILLIAM J MSgt USAF HAF NASIC/SCQ  
Last modified at 8/6/2020 9:50 AM by BECHARD, WILLIAM J MSgt USAF HAF NASIC/SCQ

Save Cancel