

## **The Richard "Dick" Ginman Contingency Contracting Officer Excellence Award**

**1. ELIGIBILITY:** Military members or government civilian employees within the Department of Defense (DoD) contracting community at any grade level who meet the criteria as detailed below throughout the fiscal year.

**2. EVALUATION CRITERIA:** The Richard "Dick" Ginman Contingency Contracting Officer Excellence Award recognizes CCOs at all levels in the DoD contracting community who have deployed, accomplished the mission, and excelled through adversity in supporting contingency operations.

Nomination packages should clearly demonstrate why the nominee's accomplishments warrant recognition by this award. The nomination shall be submitted using the attached nomination form, and inputs may be presented in narrative or bullet format. The nomination should address the following three criteria, Mission Requirements, Actions/Results, and Overcoming Challenges:

- a. Mission Requirements: Describe the contingency/operation/mission requiring a CCO.
- b. Actions/Results: Describe tasks the CCO completed and how the results supported overall operational mission objectives and achieved commander's intent.
- c. Overcoming Challenges: Describe any hardships/obstacles endured and how the CCO innovatively overcame adversity to ensure the contract capabilities they provided were timely to warfighter needs, compliant with prescribed policies and regulations, and in the best interest of the U.S. Government and taxpayer.

In addition to the completed nomination form, submissions should include the nominee's biography (limited to one page).

### **3. INSTRUCTIONS:**

- a. Each combatant command, military department, defense agency, or defense activity may nominate only one individual each cycle. The package should include an endorsement memorandum signed by the senior contracting member of the organization (or designee), the nomination form and a one-page biography. Components should forward nomination packages to the point of contact named on the announcement memorandum and to the DPC Contract Policy group e-mail box at [osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil](mailto:osd.pentagon.ousd-a-s.mbx.asda-dp-c-contractpolicy@mail.mil). Nomination periods and cutoff dates are posted on DPC's website <https://www.acq.osd.mil/asda/dpc/ops/awards.html>.
- b. The nominee who is selected as the award recipient will be recognized at a DoD Senior Leader Meeting and the recipient's name and Service/Agency will be posted on DPC's website <https://www.acq.osd.mil/asda/dpc/ops/awards.html>.