



**SCOTT-ST. LOUIS AFCEA  
CHAPTER  
AWARDS PROGRAM GUIDELINE**

***September 1, 2004***

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\* Awards for chapters, not individuals

# **OVERVIEW**

## **SCOTT-ST. LOUIS CHAPTER AWARDS PROGRAM**

*NOTE: These are not Scholarship Awards*

The AFCEA Scott-St. Louis Chapter Awards Program is patterned after the AFCEA International Awards Program. Some of the same Awards are awarded by local Scott-St. Louis Chapter. These winners will be forwarded to AFCEA International with the endorsement of the local chapter. However, all International Award nominations can be made directly to AFCEA International without competition at the local level. The *predominant difference* between the two programs is that the local awards program accepts (and prefers) self-nominations and the international level desires nominations for awards to be submitted by a nominator on behalf of the individual nominated for the award.

For online submissions, go to: <http://www.afcea.org/awards/awardcriteria.htm> and select the Award for which you are submitting a nomination. If you prefer not to submit a nomination online, you may download a printable version of the nomination forms and return to: AFCEA International, Attn: Maureen Cirrito, 4400 Fair Lakes Court, Fairfax, VA 22033 or Fax them to: 703.631.6405

### **AFCEA INTERNATIONAL AWARDS**

[DEADLINES – mid MAR '05]

- **GENERAL JAMES M. ROCKWELL AFCEAN OF THE YEAR AWARD**
- **ADMIRAL JON L. BOYES MEDAL FOR DISTINGUISHED SERVICE TO AFCEA**
- **AFCEA LEADERSHIP AWARD**
- **BENJAMIN H. OLIVER GOLD MEDAL FOR ENGINEERING**
- **MERITORIOUS AWARD FOR ENGINEERING**
- **THE AFCEA AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY**
- **AFCEA MERITORIOUS AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY**
- **AWARD FOR DISTINGUISHED SERVICE TO THE INTELLIGENCE COMMUNITY**
- **AWARD FOR MERITORIOUS SERVICE TO THE INTELLIGENCE COMMUNITY**
- **MEDAL OF MERIT**
- **MERITORIOUS SERVICE AWARD**
- **HARRY C. INGLES AWARD \***
- **MODEL CHAPTER AWARD \***
- **AFCEA DIVERSITY PROGRAM AWARD \***
- **YOUNG AFCEAN PROGRAM AWARD \***
- **DISTINGUISHED YOUNG AFCEAN (DYA) (due fall 2004)**
- **AFCEA EDUCATIONAL FOUNDATION DISTINGUISHED SERVICE to EDUCATION AWARD (Due 1 Nov 2004 to local Chapter, and to International by 1 Dec 2004)**
- **NCAT DEFEMSE MANUFACTURING EXCELLENCE AWARD (Due 12 Sep 2004)**

\* Indicates Chapter type of awards, versus individual awards

## **SCOTT-ST. LOUIS AFCEA CHAPTER AWARDS (Local Level)**

### **Please forward local nomination packages to:**

Tresa Chastain, Email: Tresa.Chastain@Scott.af.mil (Preferred)

*Secondary method is to mail a hardcopy to:*

*T. Chastain at: 1 EDS Eagle Center, Suite 1, O'Fallon, IL 62269*

*or fax a copy to: 229-5719 Attn: Awards VP, T.Chastain*

**Unless otherwise stated, the deadline for  
nomination submissions is Tuesday, 1 February 2005**

### **SELF NOMINATIONS ARE ACCEPTED**

**Committee Selection Meeting, Local Chapter,  
is on Friday, 4 February 2005**

Applicable Winning Award Packages will be forwarded on to: AFCEA International

- **AFCEAN MEMBER OF THE YEAR, SCOTT-ST. LOUIS CHAPTER**
- **AFCEA LEADERSHIP AWARD, SCOTT-ST. LOUIS CHAPTER**
- **MERITORIOUS AWARD FOR ENGINEERING, SCOTT-ST. LOUIS CHAPTER**
- **THE AFCEA AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY**
- **AFCEA MERITORIOUS AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY, SCOTT-ST. LOUIS CHAPTER**
- **MEDAL OF MERIT, SCOTT-ST. LOUIS CHAPTER**
- **MERITORIOUS SERVICE AWARD, SCOTT-ST. LOUIS CHAPTER**
- **YOUNG AFCEAN OF THE YEAR (see International for YOUNG AFCEA PROGRAM AWARD)**
  
- **CHAPTER'S SUPERIOR PERFORMANCE AWARD**
- **CHAPTER PRESIDENT'S "FIRST TEAM" INDIVIDUAL AWARD**
- **AFCEA CHAPTER MEMBERSHIP RETENTION, RECRUITMENT, GROWTH AWARD**

# **AFCEA INTERNATIONAL AWARD CRITERIA DESCRIPTIONS**

From International's url at: <http://www.afcea.org/awards/awardcriteria.htm>

## **GENERAL JAMES M. ROCKWELL AFCEAN OF THE YEAR AWARD (International Only)**

*(see AFCEAN of the Year, Chapter Level Award)*

**CRITERIA:** This award is the premier award for exemplary service to AFCEA over the past year. Nominee must be a member of AFCEA, and a senior representative of the C4I community, who has made significant current contributions toward furthering the goals and objectives of the Association. Nomination should include some or all of the following information:

- Overall justification as to how and why candidate exemplifies the consummate AFCEAN.
- Explanation showing how candidate's AFCEA participation exceeds the norm.
- Outline of candidate's total AFCEA involvement, with detailed emphasis on current activities.
- Description of ways in which candidate involves his or her organization/people in AFCEA activities.
- Details about candidate's specific contributions in support of AFCEA's mission, goals and objectives.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online, attach justification with the nomination form from Appendix A.

## **ADMIRAL JON L. BOYES MEDAL FOR DISTINGUISHED SERVICE TO AFCEA (International Only)**

**CRITERIA:** This award is the premier award for exceptional career service to AFCEA. Nominee must be a member of AFCEA, and a senior representative of the communications, electronics, intelligence and information systems community. Nomination should include some or all of the following information:

- Overall justification as to how and why candidate exemplifies the consummate AFCEAN
- Overall justification detailing a tradition of candidate's service to AFCEA.
- Specific contributions in support of AFCEA's mission, goals and objectives.
- Description of candidate's personification of the AFCEA image.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online, attach justification with the nomination form from Appendix A.

## **AFCEA LEADERSHIP AWARD**

**CRITERIA:** Nominee must be a long-standing member of AFCEA with a record of sustained contributions to the Association, and exceptional leadership skills. Supporting rationale should document specific examples of performance that highlight outstanding leadership qualities within AFCEA (at any level of Association activity), as well as in the professional community.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online, attach justification with the nomination form from Appendix A.

## **BENJAMIN H. OLIVER GOLD MEDAL FOR ENGINEERING (International Only)**

**CRITERIA:** Nominee must be a member of AFCEA. This is a senior-level award for significant contributions over a sustained period of time. Justification should detail superior scientific or technical accomplishments which support AFCEA's mission, goals and objectives in the disciplines of communications, electronics, intelligence and information systems. Highlight ways in which nominee has contributed to the professional development of AFCEAN's (i.e., speaker, panelist, writer for SIGNAL Magazine, etc.). Winner will be selected by the AFCEA Technical Committee.

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online, nominator should attach justification with the nomination form from Appendix A.

## **MERITORIOUS AWARD FOR ENGINEERING**

**CRITERIA:** Nominee must be a member of AFCEA. This is a *mid-career* award for meritorious accomplishment in engineering in current or previous year of consideration. Justification should detail scientific or technical accomplishments which support AFCEA's mission, goals and objectives in the disciplines of communications, electronics, intelligence and information systems. Highlight as well ways in which nominee has contributed to the professional development of AFCEAN's (i.e., speaker, panelist, writer for SIGNAL Magazine, etc.). Winner will be selected by the AFCEA Technical Committee.

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online or via email, nominator should attach justification with the nomination form from Appendix A.

## ***AFCEA AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY***

**CRITERIA:** Nominee must be a member of AFCEA. This is a senior-level award for significant contributions to Information Technology (IT) over a sustained period of time in any or all of the following ways:

- Through significant accomplishments in IT which advance the agency/department/organization mission, or which benefit the public in general;
- Through specific accomplishments in policy, planning, management, or implementation of IT in communications, electronics, intelligence or information systems;
- Through noteworthy achievements in programs impacting national strategies and international relations;
- Through furthering the exchange of knowledge about computers and IT between the defense and non-defense government communities;
- Through a career of service reflecting a strong commitment to IT.

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. Attach justification with the nomination form from Appendix A.

## ***AFCEA MERITORIOUS AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY***

**CRITERIA:** Nominee must be a member of AFCEA. This is a mid-career level award for contributions to Information Technology (IT) in current or previous year of consideration in any or all of the following ways:

- Through accomplishments in IT which advance the agency/department/organization mission, or which benefit the public in general;
- Through specific accomplishments in policy, planning, management, or implementation of IT in communications, electronics, intelligence or information systems;
- Through noteworthy achievements in programs impacting national strategies and international relations;
- Through furthering the exchange of knowledge about computers and IT between the defense and non-defense government communities.

Winner will be selected by the AFCEA International Technical Committee.

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. If not submitting online or via email, nominator should attach justification with the nomination form from Appendix A.

**AWARD FOR DISTINGUISHED SERVICE  
TO THE INTELLIGENCE COMMUNITY**  
*(International Only)*

**CRITERIA:** Nominee must be a member of AFCEA. This is a senior-level award for distinguished and sustained performance and outstanding achievement in support of the Intelligence Community. Describe candidate's professional record, detailing significant accomplishments in intelligence. Supporting rationale should highlight nominee's contributions to the AFCEA Intelligence Program in particular, whether at the International, Chapter or Committee level. Winner will be selected by the AFCEA Intelligence Committee.

**INSTRUCTIONS:** Submit a one-page write-up limited to 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Single spaced or double spaced narratives are acceptable.

**AWARD FOR MERITORIOUS SERVICE  
TO THE INTELLIGENCE COMMUNITY**  
*(International Only)*

**CRITERIA:** Nominee must be a member of AFCEA. This is a mid-career level award for meritorious service to the Intelligence Community in current or previous year of consideration. Describe candidate's professional record, detailing accomplishments in intelligence. Supporting rationale should highlight nominee's contributions to the AFCEA Intelligence Program in particular, whether at the International, Chapter or Committee level. International level winner will be selected by the AFCEA Intelligence Committee.

**INSTRUCTIONS:** Submit a one-page write-up limited to 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Single spaced or double spaced narratives are acceptable.

**MEDAL OF MERIT**

**CRITERIA:** Nominee must be a member of AFCEA. This Award recognizes dedicated service to the Association, combined with a sustained level of professional excellence in the fields of communications, electronics, intelligence and information systems. AFCEA service will be more heavily weighed than C4I community contributions.

**INSTRUCTIONS:** Submit a one-page write-up limited to 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Single spaced or double spaced narratives are acceptable. If not submitting online or via email, nominator should attach justification with the nomination form from Appendix A.

**MODEL CHAPTER AWARD**  
*(International Only)*

**CRITERIA:** Awarded to Chapters which have met their established goals.

## **MERITORIOUS SERVICE AWARD**

**CRITERIA:** Nominee must be a member of AFCEA. Nominees will be judged on a record of significant contributions to the Association, in combination with exceptional professional performance in the fields of communications, electronics, intelligence and/or information systems. (Note: AFCEA contributions will be more heavily weighed in the decision process.)

Please include the following areas of information:

- Member Since
- Other Chapter Affiliations
- Association Positions
- Initiatives
- Professional Accomplishments
- AFCEA Awards
- Professional Awards

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single spaced or double spaced narratives are acceptable. If not submitting online or via email, nominator should attach justification with the nomination form from Appendix A.

## **HARRY C. INGLES AWARD** *(International Only)*

**CRITERIA:** Awarded to chapters which have most significantly contributed to the goals of AFCEA by:

- Fostering a healthy and growing organization by sponsoring events which benefit a broad range of its membership.
- Displaying positive growth in individual membership recruiting and retention.
- Recognizing the accomplishments of chapter members through nominations to the AFCEA International Awards Program and through local chapter awards programs.
- Recognizing chapter and individual member achievements and activities through publication of chapter news items in SIGNAL Magazine.
- Sponsoring at least one annual professional development event, in addition to regular chapter meetings, which meets the special needs of the local membership, thereby fostering a stronger chapter organization.
- Supporting a local scholarship and awards program, or participating in the AFCEA International Educational Foundation program.

**YOUNG AFCEAN CHAPTER PROGRAM AWARD**  
***(International Only, Due Nov 2004)***

**CRITERIA:** Awarded to the one *chapter* which has most significantly contributed to the professional development of younger AFCEAN's by providing a forum of programs and initiatives geared to their unique needs. Examples of activities include:

- Career development events (i.e., seminars, panels, tours and job fairs).
- Recognition, award and scholarship programs for young AFCEANs.  
(Nomination submissions to the International awards program should also be documented.)
- Opportunities for chapter committee participation by young AFCEANs.
- Sponsorship of subchapters at academic or military/government training centers.

Supporting justification should describe such activities, including details/results of participation from the junior community, as well as positive growth statistics among younger AFCEAN's.

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Chapter Name

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Signature, Young AFCEAN Representative

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Signature, Chapter President

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Signature, Regional Vice President

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**Instructions:** One page write-up for supporting justification, which must include: career development program descriptions with attendance summaries; award totals and descriptions granted to young AFCEANs at both chapter and international levels; efforts towards activating younger professionals in chapter committees, as well as leadership; and subchapter profiles, if applicable.

## **AFCEA DIVERSITY PROGRAM AWARD** *(International Only)*

**CRITERIA:** Awarded to the one *Chapter* which has most significantly contributed to the inclusion, contribution, leadership and professional development of under-represented AFCEAN's, women, enlisted personnel, young people and other minorities, by providing a forum of programs and initiatives geared to their unique needs. Examples of activities include:

- Stated commitment to promote diversity in the chapter.
- Awareness and acknowledgment at the chapter president and officer level that increasing the diversity of the chapter is important.
- Creation of a Task Force or Committee within the chapter, reporting to an officer, to focus on and address specific and unique needs of women and minorities.
- Specific and targeted programs and events sponsored by the chapter which are intended to be interesting and beneficial to under-represented AFCEAN's, women and other minorities.
- Programs which spotlight professional contributions of women and minorities.
- Chapter level award or recognition program that recognizes individual or group contribution to increasing diversity in the chapter.

Supporting justification should describe such activities, including details/results of participation from the women, enlisted personnel and other minorities community, as well as positive growth statistics among the community.

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. Attach justification with the nomination form from Appendix A.

## **YOUNG AFCEAN PROGRAM AWARD**

**CRITERIA:** Awarded to individuals (under the age of 35) that exhibit exceptional service to AFCEA at the local Chapter or International level during the year. Individual must be an AFCEA Member. Nominations must be endorsed by an AFCEA Regional Vice President. Please include a photo of the nominee (any size, color or black/white).

**INSTRUCTIONS:** Submit a one-page write-up of 3,000 characters supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. Attach justification with the nomination form from Appendix A.

***DISTINGUISHED YOUNG AFCEAN AWARD***  
***(International Only, Due 26 Nov 2004)***

**CRITERIA:** Awarded to individuals (under the age of 35 as of August 31) that exhibit exceptional service to AFCEA at the local Chapter or International level during the year (period of consideration is September 1, 2002 - August 31, 2003). Individual must be an AFCEA Member and their membership number should be included in the nomination package. Nominations must be endorsed by an AFCEA Regional Vice President. Nomination is limited to one page. Please include a photo of the nominee (any size, color or black/white). If you have any questions, contact Maureen Cirrito at AFCEA (703.631-6174).

**NOMINEE INFORMATION:**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Rank: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

AFCEA Membership #: \_\_\_\_\_ Years in AFCEA: \_\_\_\_\_

Chapter Affiliation(s): \_\_\_\_\_

**NOMINATOR INFORMATION:**

Name: \_\_\_\_\_ AFCEA Membership #: \_\_\_\_\_

Rank: \_\_\_\_\_ Title/Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**CHAPTER PRESIDENT ENDORSEMENT**  
**(MANDATORY)**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REGIONAL VICE PRESIDENT (RVP) ENDORSEMENT**  
**(MANDATORY)**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Nominee:* \_\_\_\_\_

(Note: All supporting information must be contained to one page. Additional pages will not be considered.)

**AFCEA BACKGROUND:**

Association Positions/Committees: (Provide detail – e.g., level of involvement; time in position; accomplishments; specific role played on Committee)

**Unique contributions to AFCEA** (e.g., initiatives taken to foster the goals of AFCEA through member recruiting/participation, sponsorship/development of events, Committee support, etc. Detail candidate's personal participation and results – e.g., number of members recruited; nominee's specific contributions to success of event)

**PREVIOUS AFCEA AWARDS/RECOGNITION/ACHIEVEMENTS** (local or international): (cite year(s) award(s) received)

**BRIEF BIOGRAPHICAL SKETCH:** (include general background information, as well as professional achievements)

**EMERGING LEADERSHIP AWARD**  
**(International Only, Due: 26 Nov 2004)**

**CRITERIA:** Awarded to individuals that exhibit exceptional service to AFCEA at the local Chapter or International level. Individual must be an AFCEA Member and a *previous winner* of the AFCEA Distinguished Young AFCEAN (DYA) Award. Their membership number should be included in the nomination package. The nomination should outline activities of actively mentoring and involved in helping other Young AFCEANs and has demonstrated continuous leadership in Young AFCEAN activities since winning DYA Award. Nominations must be endorsed by an AFCEA Regional Vice President. Supporting information is limited to one page; attachments will not be considered. If you have any questions, contact Maureen Cirrito at AFCEA (703.631-6174).

**NOMINEE INFORMATION**

Name: \_\_\_\_\_ AFCEA Membership #: \_\_\_\_\_  
Rank: \_\_\_\_\_ Title/Position: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Years in AFCEA: \_\_\_\_\_ Chapter Affiliation: \_\_\_\_\_

**NOMINATOR INFORMATION**

Name: \_\_\_\_\_ AFCEA Membership #: \_\_\_\_\_  
Rank: \_\_\_\_\_ Title/Position: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**REGIONAL VICE PRESIDENT (RVP) ENDORSEMENT (MANDATORY)**

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Nominee: \_\_\_\_\_  
(Note: All supporting information must be contained to one page. Additional pages will not be considered.)

Year DYA Award was Presented: \_\_\_\_\_ Chapter Affiliation at Time of Award: \_\_\_\_\_

Write-up should include the following: Total AFCEA involvement with emphasis on current activities with Young AFCEAN involvement, especially since winning the DYA Award, ways candidate involves his/her peers in AFCEA activities, specific contributions in support of AFCEA's mission, goals and objectives.

**AFCEA EDUCATIONAL FOUNDATION  
DISTINGUISHED SERVICE to EDUCATION AWARD  
(International Only)**

*Nominations Due: 1 Nov 2004 for submission to AFCEA International on 1 Dec 2004*

**CRITERIA:** Candidates for the Educational Foundation Distinguished Service to Education Award will be solicited from AFCEA chapter presidents, Educational Foundation Board members, AFCEA International Executive Board members, and AFCEA International senior staff members. Nominations are solicited in September and due each year by the first of December to AFCEA International (Nominations are due to Scott-St. Louis Awards VP by early November).

Awarded to individuals that have demonstrated a unique dedication to the educational mission of the AFCEA Educational Foundation and/or the educational programs of AFCEA chapter organizations. Nominee must be a member of AFCEA. Areas that the nominee may have participated include (but are not limited to):

Educational Programs  
Fundraising  
Instructing  
Events – symposia, conferences, etc.

The Educational Foundation Board of Directors will select the recipient at their January meeting.

**INSTRUCTIONS:** Provide a one to two page nomination with details on the nature of involvement; AFCEA office(s) held; time in position(s); accomplishments, including specific role/participation/success of event or program. Please also provide brief biographical information, including professional achievements, community service, and/or previous AFCEA awards or recognition.

**AFCEA EDUCATIONAL FOUNDATION CHAPTER AWARD FOR USE OF  
INFORMATION TECHNOLOGY IN EDUCATION  
(International Only)**

*Nominations Due: 1 Nov 2004 for submission to AFCEA International on 1 Dec 2004*

**CRITERIA:** Chapters may submit one educational project each year that successfully includes the use of information technology. The project must have been implemented within the current or previous fiscal year. Essential features of the project should include:

- ~~///~~ Successful use of information technology
- ~~///~~ Can, but not limited to, Chapter Initiatives Grant project
- ~~///~~ Demonstrated impact at a (high) school or community organization
- ~~///~~ Chapter participation/involvement

The AFCEA Educational Foundation Board of Directors will select the recipient at their January meeting. The award will be presented at TechNet International.

**INSTRUCTIONS:** Provide details on nature of project, chapter involvement including personnel and financial commitments, specific accomplishments and partnership participation. Please provide photos if available and information on “before” and “after” scenarios at the school or community organization. Selection is based upon the technical features of the project and successful impact in the school or community organization.

# **LOCAL AFCEA SCOTT-ST. LOUIS CHAPTER AWARDS**

- AFCEAN MEMBER OF THE YEAR, SCOTT-ST. LOUIS CHAPTER
  - AFCEA LEADERSHIP AWARD, SCOTT-ST. LOUIS CHAPTER
  - MERITORIOUS AWARD FOR ENGINEERING, SCOTT-ST. LOUIS CHAPTER
  - THE AFCEA AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY
  - AFCEA MERITORIOUS AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY, SCOTT-ST. LOUIS CHAPTER
  - MEDAL OF MERIT, SCOTT-ST. LOUIS CHAPTER
  - MERITORIOUS SERVICE AWARD, SCOTT-ST. LOUIS CHAPTER
  - YOUNG AFCEAN OF THE YEAR, SCOTT-ST. LOUIS CHAPTER
- 
- CHAPTER'S SUPERIOR PERFORMANCE AWARD
  - CHAPTER PRESIDENT'S "FIRST TEAM" INDIVIDUAL AWARD
  - AFCEA CHAPTER MEMBERSHIP RETENTION, RECRUITMENT, AND GROWTH AWARD

## **Please forward local nomination packages to:**

Tresa Chastain, Email: Tresa.Chastain@Scott.af.mil (Preferred)

*Secondary method is to mail a hardcopy to:*

*T. Chastain at: 1 EDS Eagle Center, Suite 1, O'Fallon, IL 62269*

*or fax a copy to: 229-5719 Attn: Awards VP, T.Chastain*

## **SELF NOMINATIONS ARE ACCEPTED**

### **Unless otherwise stated, the deadline for nomination submissions is Tuesday, 1 February 2005**

\* Note: some submissions are due sooner or, for International Awards, may go directly to International if the nominator so desires.

## **AFCEAN MEMBER OF THE YEAR, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** This award is the premier award for exemplary service to AFCEA over the past year. Nominee must be a member of AFCEA, and a senior representative of the IT and/or C4I community, who has made significant current contributions toward furthering the goals and objectives of the Association. The winner's package may be forwarded to AFCEA International to compete for the General James M. Rockwell, AFCEAN of the Year Award. Nomination should include some or all of the following information:

- Overall justification as to how and why candidate exemplifies the consummate AFCEAN.
- Explanation showing how candidate's AFCEA participation exceeds the norm.
- Outline of candidate's total AFCEA involvement, with detailed emphasis on current activities.
- Description of ways in which candidate involves his/her organization/people in AFCEA activities.
- Details about candidate's specific contributions in support of AFCEA's mission, goals and objectives.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Both single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting over the network, attach justification with the nomination form from Appendix A and mail or fax to the address above.

## **AFCEA LEADERSHIP AWARD, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a long-standing member of AFCEA with a record of sustained contributions to the Association, and exceptional leadership skills. Supporting rationale should document specific examples of performance that highlight outstanding leadership qualities within AFCEA (at any level of Association activity), as well as in the professional community.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification, narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## **MERITORIOUS AWARD FOR ENGINEERING, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a member of AFCEA. This is a *mid-career award* for meritorious accomplishment in engineering in current or previous year of consideration. Justification should detail scientific or technical accomplishments which support AFCEA's mission, goals and objectives in the disciplines of communications, electronics, intelligence and information systems. Highlight ways in which nominee has contributed to the professional development of AFCEAN's (i.e., speaker, panelist, writer for SIGNAL Magazine, etc.).

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## **AFCEA AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a member of AFCEA. This is a *senior-level award* for significant contributions to Information Technology (IT) over a sustained period of time in any or all of the following ways:

- Through significant accomplishments in IT which advance the agency/department/organization mission, or which benefit the public in general;
- Through specific accomplishments in policy, planning, management, or implementation of IT in communications, electronics, intelligence or information systems;
- Through noteworthy achievements in programs impacting national strategies and international relations;
- Through furthering the exchange of knowledge about computers and IT between the defense and non-defense government communities;
- Through a career of service reflecting a strong commitment to IT.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## **AFCEA MERITORIOUS AWARD FOR EXCELLENCE IN INFORMATION TECHNOLOGY, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a member of AFCEA. This is a *mid-career level* award for contributions to Information Technology (IT) in current or previous year of consideration in any or all of the following ways:

- Through accomplishments in IT which advance the agency/department/organization mission, or which benefit the public in general;
- Through specific accomplishments in policy, planning, management, or implementation of IT in communications, electronics, intelligence or information systems;
- Through noteworthy achievements in programs impacting national strategies and international relations;
- Through furthering the exchange of knowledge about computers and IT between the defense and non-defense government communities.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## **MEDAL OF MERIT, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a member of AFCEA. This Award recognizes dedicated service to the Association, combined with a sustained level of professional excellence in the fields of communications, electronics, intelligence and information systems. AFCEA service will be more heavily weighed than C4I community contributions.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## **MERITORIOUS SERVICE AWARD, SCOTT-St. LOUIS CHAPTER**

**CRITERIA:** Nominee must be a member of AFCEA. Nominees will be judged on a record of significant contributions to the Association, in combination with exceptional professional performance in the fields of communications, electronics, intelligence and/or information systems. (Note: AFCEA contributions will be more heavily weighed in the decision process.) Self nominations are acceptable for this award.

Please include the following areas of information:

- Member Since
- Other Chapter Affiliations
- Association Positions
- Initiatives
- Professional Awards
- AFCEA Awards
- Professional Accomplishments

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## ***YOUNG AFCEAN OF THE YEAR, SCOTT-St. LOUIS CHAPTER***

**CRITERIA:** This award is the premier award for exemplary service to AFCEA over the past year. Nominee must be a member of AFCEA, and a representative of the IT community, who has made significant current contributions toward furthering the goals and objectives of the Association. Nominees for this award are under the age of 35, and are generally from the officer ranks of Maj. or Captain and below, the enlisted ranks of Master Sergeant and below, the government ranks of GS-12 and below, and other select industry personnel. Nominations should include some or all of the following:

- Overall justification as to how and why candidate exemplifies the consummate AFCEAN.
- Explanation showing how candidate's AFCEA participation exceeds the norm.
- Outline of candidate's total AFCEA involvement, with detailed emphasis on current activities.
- Description of ways in which candidate involves his or her organization/people in AFCEA activities.
- Details about candidate's specific contributions in support of AFCEA's mission, goals and objectives.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

## ***CHAPTER'S SUPERIOR PERFORMANCE AWARD***

**CRITERIA:** This award is given at the discretion of the local AFCEA President.

## ***CHAPTER PRESIDENT'S "FIRST TEAM" INDIVIDUAL AWARD***

**CRITERIA:** This award is given at the discretion of the local Scott-St. Louis AFCEA Chapter President - with inputs from the AFCEA Executive Committee.

## **AFCEA CHAPTER MEMBERSHIP RETENTION, RECRUITMENT, GROWTH AWARD**

**CRITERIA:** This award is for a member of AFCEA who has helped this chapter grow throughout the past year. Achievements can be stated as the number of additional members recruited, or who has made significant current contributions toward furthering the goals and objectives of the Association - which has increased the membership. Self-nominations are acceptable for this award. Nominations should include some or all of the following:

- Overall justification as to how many members were recruited by the member over the past year, the VP for membership can provide verification of recruitment and sign off on the nomination package.
- Explanation showing how the candidate's participation and specific contributions exceeded the norm, such that their efforts resulted in a growth of the Chapter.
- Description of ways in which candidate involves his or her organization/people in AFCEA activities.

**INSTRUCTIONS:** Submit a one-page write-up supporting justification as outlined in the criteria. Narratives that are longer than one page will be disregarded. Single or double spaced narratives are acceptable. Self-nominations are acceptable for this award. If nominating another individual, and NOT submitting via the network, please attach the nomination form from Appendix A with the justification and mail or fax to the address above.

# ***Appendix A - Award Nomination Template***

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**[NAME OF AWARD]**

## **NOMINEE INFORMATION**

_____ Name	_____ Rank/Title
_____ Position	_____ Organization
_____ _____ _____ Address	_____ Email
	_____ Phone

## **NOMINATOR INFORMATION**

_____ Name	_____ Rank/Title
_____ Position	_____ Organization
_____ _____ _____ Address	_____ Email
	_____ Phone

Signature (if required) \_\_\_\_\_

**INSTRUCTIONS:** Submit a write-up supporting justification for the Award (listed at the top of this nomination form) following the criteria justification for each specific award and attach to this form.