

Advancing Professionals Award Eligibility and Evaluation

ELIGIBILITY REQUIREMENTS

- Seven (7) years or less experience in contract management profession as of the submission date
- Self-nomination is permitted.
- The nominee does not require NCMA affiliation or membership
- Current NCMA Staff, NCMA Contractors, NCMA Consultants, NCMA Board of Directors, and NCMA National Committee Members are not eligible for an award.
- Previous nominees may be re-nominated
- Previous awardees may not be re-nominated for the same award

GENERAL SUBMISSION REQUIREMENTS

- Descriptions of the nominee’s achievements and professional excellence must highlight impact, outcomes, and results covering the past five (5) years. Additionally, every submission is required to meet the five (5) criteria from The NCMA Advancing Professional Award Nomination Form
- Nominee’s professional resume
- One letter of recommendation. If self-nominating, two letters of recommendation. Each letter shall provide: (1) an overview of the nominator’s relationship to nominee and length of association with person nominated; (2) a description of the contributions deserving the award based on the stated criteria. Contributions must highlight impact, outcomes, and results of the nominee’s efforts to the contracting community covering the past five (5) years; and (3) shall be no more than two (2) pages each.

EVALUATION FACTORS

Professional Development (PD): Supporting documentation demonstrating continuous professional development in the contract management profession. [Limit 300 words]	MAXIMUM 10 POINTS
Impact: The nominee’s contributions demonstrate the significant impact within an organization, community or NCMA and how these align with NCMA standards, practices, and ethics. [Limit 300 words]	MAXIMUM 10 POINTS
Innovation and Achievement: The nominee’s contributions demonstrate the advancement of the knowledge and understanding of contract management through innovation within an organization or community. [Limit 300 words]	MAXIMUM 10 POINTS
Leadership and Influence: The nominee demonstrates leadership skills and/or influence that demonstrated professional excellence. [Limit 300 words]	MAXIMUM 10 POINTS
Commitment to the Contract Management Profession and impact to NCMA. The nominee demonstrates their intentions to make an impact on the future of the contract management profession and NCMA. [Limit 300 words]	MAXIMUM 10 POINTS
Differentiator. The nominee demonstrates significant impact to their organization, community, and NCMA, and shows professional excellence through innovation and commitment to advance the contract management profession. [Limit 300 words]	MAXIMUM 10 POINTS
Total Maximum Points	60 POINTS