



## Financial Management Awards Program Individual Nomination Form



### Individual Award Category: (*Select One*)

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Accounting/Internal Auditing                      | <input type="checkbox"/> Financial Statement Auditing   | <input type="checkbox"/> Budgeting       |
| <input type="checkbox"/> Cost Savings, Analysis and Evaluation Initiatives | <input type="checkbox"/> Comptroller/Deputy Comptroller | <input type="checkbox"/> Fellow (Intern) |
| <input type="checkbox"/> Education/Training Career Development             | <input type="checkbox"/> FM Author of the Year          | <input type="checkbox"/> Finance         |

### Nominee Data (*Required*)

Command Level (*Must be checked*)

- ☐ HQDA, ACOM, ASCC, DRU Headquarters  
☐ Below ACOM, ASCC, DRU Headquarters

**Command Name**

Name: \_\_\_\_\_  
RANK/GRADE FIRST M.I. LAST

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

Office Address: (*Include Zip Code or APO/FPO #*)

\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address (*Required*): \_\_\_\_\_

### Nominator Data (*Required*)

Name: \_\_\_\_\_  
RANK/GRADE FIRST M.I. LAST

Signature

Date

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

Office Address: (*Include Zip Code or APO/FPO #*)

\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

E-Mail Address (*Required*): \_\_\_\_\_



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*Justification Data; Specific FY Accomplishments (must be limited to one page)*

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**Name:** For nominations, provide the rank/grade, first name, middle initial and last name of the nominee in that sequence. Use Arial font, no less than font size 12.

**Tasking/Responsibilities:** Briefly state what the tasking was. Explain who directed the tasking or mission, and what the expectations or outcomes were.

**Accomplishment:** Describe clearly and concisely the accomplishments achieved. Comprehensively convey how the task was accomplished. Show in specific detail, how the nominee clearly exceeded performance objectives standards or expectations, and how the nominee clearly went beyond the scope and magnitude of assigned duties and responsibilities. Reference to existing formal recognition such as awards, citations, evaluation reports and/or accolades should be provided. Particularly for team and organization nominations, focus on the overall efficiency and effectiveness which contributed directly to the groups' exceeding expectations in the accomplishment of assigned mission and functions. Group results achieved should be expressed in terms of significance of impact on the installation, command, resource management community, HQDA, or the entire Army.

**Significance:** Express the results, impact and/or significance of completing the tasking. Results are expressed best in ways such as savings in funds, manpower, or time. They can also be expressed as increases in productivity, as beneficial long-range implications, and as having utility or advantage when applied to other resource management activities, agencies, and organizations. Quantitative data and well-defined projections add substance and force to narrative descriptions and should be used whenever possible. **Avoid using acronyms, abbreviations, and specialized jargon.**

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**U.S. ARMY**

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