



Individual Achievement Award Nomination Form

Calendar Year (CY): 2025

Nominations must be received by 20 March 2026

Award Category:
(Select One)

Accounting
Budgeting
Finance

Acquisition/Cost Analysis
Comptroller/Deputy (Ernest J.
Gregory Award)

Auditing
Contractor Support
Resource Management

Service: (Select One)

Air Force

Army

Navy

Marine Corps

Coast Guard

DFAS

Other _____

Nominee Data

Command Level (Must be checked)

☐ Major Command Headquarters or Higher

☐ Unit Under a Major Command

Name: _____
Salutation RANK/GRADE FIRST M.I. LAST

Position/Title: _____

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

Telephone: _____
DSN/FTS COMMERCIAL (Required)

E-Mail Address: (Required) _____

Chapter Affiliation: (if applicable) _____

Nominator Data

Name: _____
RANK/GRADE FIRST M.I. LAST

Signature Date

Position/Title: _____

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

Telephone: _____
DSN/FTS COMMERCIAL

E-Mail Address: _____

CLEAR FORM



Narrative/Justification

Justification Data; Specific CY Accomplishments
No attachments. Each section is limited to 500 words.

Resource Savings (15%) Focused on the amount of actual or projected monetary and/or non-monetary savings; manpower savings; time savings; and period of savings (year of execution, budget year, POM, etc.).

COMPLEXITY AND LEADERSHIP (35%) Focused on the level of difficulty involved in developing and implementing the achievement(s) and the specific leadership skills demonstrated.



Narrative/Justification

IMPACT (50%) Focused on the results and impacts the accomplishment had across the organization and/or functional communities.

Summary of Award Justification

In 50 words or less, please provide a summary of the reason(s) this individual is being nominated. This summary will be used in publicity for any winning nomination.

Example: Major Smith was instrumental in the xyz project, which helped save \$500K in core funding and streamlined tracking and communication, leading to an expedited year-end closeout.