



Achievement Award Categories

Achievement awards are presented annually to individuals and teams who have been nominated for outstanding accomplishment within one of the functional fields of comptrollership. Nomination forms are available at www.asmc.org > awards tab. The applicable award areas are:

Accounting and Finance

Responsibilities are generally concerned with the management of the accounting program, including planning and directing the operation and adapting the program to best serve management's needs. Day-to-day accounting responsibilities include the maintenance of control and subsidiary accounting records in accordance with the agency's accounting principles and standards, payment and recording of civilian/military payrolls, processing of public vouchers and performance of necessary cost accounting functions. Fiscal reporting is required externally to interested agencies and internally to serve management's financial information requirements. Accounting specialists are involved as the financial experts in the review, analysis, development and implementation of accounting systems and related procedures and the maintenance of existing systems and procedures.

Acquisition/Cost Analysis

Acquisition Decision Support, project management, economic analysis, management analysis, business case analysis, and cost/benefit analysis. Responsibilities include support of the acquisition corps in areas where acquisition and cost analysis are required. Also includes special studies, cost modeling and parametric cost modeling.

Auditing

Auditing responsibilities include providing management and interested parties a competent and independent appraisal of the results of financial operations and other such matters. In addition, auditing includes the degree of compliance with laws, regulations and principles of sound financial management; the effectiveness, economy and efficiency of resource utilization, and the extent to which desired results or benefits are being achieved.

Budgeting

Budgeting responsibilities include formulation, justification, execution and innumerable facets contained within these areas, to include consulting, analysis and technical advice, as well as hands-on preparation or supervisory responsibilities in the budget process.

Comptroller/Deputy Comptroller

Comptroller responsibilities extend throughout the total management cycle, encompassing the point where resources are consumed and used to produce outputs toward the accomplishment of missions. The comptroller has primary staff responsibility for obtaining, administratively controlling, and accounting for funds needed to secure required resources. The comptroller participates in establishment of objectives, policies, procedures and organization, to include reviewing and assessing for effectiveness and efficiencies the accomplishment of the command in relation to mission and objectives.

Contractor Support

This award is designed to recognize outstanding contractor support to a government organization or service. Contractor must have worked for the organization for a minimum of one calendar year and significantly contributed to one of the fields of Comptrollership.

Financial Systems

Development, design, and improve systems that support financial reporting and auditability. This category includes systems that support budget execution and/or planning and programming capability.

Intern/Trainee

This award is designed to recognize an outstanding individual who has been in a trainee program for a minimum of six months of the awards calendar year and who has significantly contributed in one of the fields of comptrollership.

Resource Management

The individual award for resource management is designed to recognize outstanding performance by an individual who works in financial management; for example, planning, programming, budgeting, accounting or execution of financial programs. The award is designed to recognize superior contributions to resource management at functions that do not fit into the other categories.

Team Achievement

This award is for outstanding team performance and is designed to recognize a team whose accomplishments, adoption of study results or outcome of savings, aid in the advancement of the profession of military comptrollership. A team is defined as a two or more, **but not exceeding twenty**, individuals brought together temporarily to perform a specific task. Team is divided into two subcategories: small and large.



Individual Achievement Awards

Objective

To recognize individuals for outstanding accomplishment within one of the functional fields of comptrollership.

Award Criteria

Any military or civilian person currently employed by the Department of Defense (to include National Guard & Reserve Components) or the United States Coast Guard may be nominated. A member or non-member of ASMC may be nominated. Individual contractors can only be nominated for an award in the individual category of Contractor Support.

Award Categories

A distinguished and meritorious award may be presented for efforts at "Major Command Headquarters or Higher" and "Unit Under a Major Command." Major Command Headquarters or Higher is defined as the national command authorities, such as Headquarters, Department of the Navy or the headquarters of commands immediately subordinate to the national command authority. These are usually commanded by a 4-star general or admiral, such as the Training and Doctrine Command of the U.S. Army and the Air Combat Command of the U.S. Air Force. Headquarters of DoD agencies such as DFAS, and DLA will compete as Major Command Headquarters or Higher. Centers and field activities of the agencies will compete in the category Unit Under a Major Command.

Submission Requirements

Any office or person in the Department of Defense or the United States Coast Guard (to include National Guard or Reserve Components) may nominate a person who has demonstrated outstanding performance. If nomination is through an ASMC Chapter, chapters must submit all qualified nominations received. Each nomination must be prepared and submitted via the ASMC Awards Online website located at awards.asmconline.org by the published deadline. The justification is limited to the space provided, citing specific and factual details. If an individual is nominated in more than one category, prepare a separate entry for each category.

Award Selection Procedures

Judging will be based on outstanding performance as evidenced by documentation of:

- **Impact: (50% weighted)**
Focused on the impact the implementation of the accomplishment had across the organization and/or functional communities.
- **Complexity and Leadership: (35% weighted)**
Focused on how difficult it was to develop and implement the effort and what specific leadership skills were demonstrated. (For new Financial Systems Category, replace Complexity and Leadership with Ease of Understanding and Report Capability.)
- **Resource Savings: (15% weighted)**
Focused on the monetary and/or non-monetary savings; manpower, process improvement, time, year of execution savings, projected savings etc

A selection panel, chaired by a national officer will review all submissions and make final recommendations to the National Executive Committee, who will approve the final award winners. Winners will be notified by not later than May 1.

The number of awards presented in each category will be dependent upon the number and quality of the nominations, not to exceed six awards in any one category, with a minimum of one per category. If less than 20 nominations in a category, winners may be chosen without command designation. No one will be permitted to be a repeat winner in the same category within a 5-year time period. There is a limit of one winner per category from the same office in the same year.

Deadline

Nominations **must** be submitted on the ASMC Awards Online website by January 31 to be considered by the selection panel. If January 31 falls on a weekend or holiday, the deadline will be the next business day.

Recognition

Awards will be presented at the ASMC Professional Development Institute (PDI) and winners will be listed on the ASMC website. Nominating officials should encourage all superiors of organizations that have winning candidates to have those candidates present at the annual PDI to receive awards.

For More Information

National Awards Committee
awards.asmconline.org
dcall.asmcawards@yahoo.com