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# KEY ELEMENTS OF A SUCCESSFUL NUNN-PERRY AWARD PACKAGE

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## PURPOSE OF AWARD

- **RECOGNITION OF DoD MENTOR PROTÉGÉ PROGRAM MENTOR'S AND PROTÉGÉ'S WHO HAVE EXCELLED IN THE FOLLOWING AREAS:**
  - TECHNICAL ASSISTANCE
  - PROTÉGÉ GROWTH
  - IMPACT ON THE PROTÉGÉ'S DEVELOPMENT



# HISTORY OF AWARD

- **IN HONOR OF FORMER SENATOR SAM NUNN**
  - Sponsored legislation to create the DoD Mentor Protégé Program
- **IN HONOR OF FORMER SECRETARY OF DEFENSE WILLIAM PERRY**
  - **IMPLEMENTATION OF THE PROGRAM**
    - » **26 YEARS STRONG**

# AWARD CRITERIA/ELIGIBILITY REQUIREMENTS



- **AWARD CRITERIA** – Return on Investment (ROI), Direct support of DoD or Agency (Departments Mission and Challenges), Value of technical assistance, Protégé development and growth, Management and utilization of HBCUs/PTAC/SBDCs/MI
- **ELIGIBILITY REQUIREMENTS** – Mentor Protégé team that:
  - Approved by OSD OSBP or DoD Agency
  - Performance period of one year or greater
  - Has not previously won a Nunn-Perry Award
  - Submits nomination package on time and in accordance with nomination procedures



# NOMINATION/SELECTION PROCEDURES

- **NOMINATION CAN BE RECEIVED VIA EMAIL FROM EITHER THE MENTOR OR PROTÉGÉ**
  - **Must include an endorsement/approval from the program manager of the sponsoring agency**
- **SELECTION PROCEDURES–**
  - **Must meet eligibility requirements/nomination procedures**
  - **Compliant packages will be considered for award**
  - **Review panel determined by the OSD OSBP Director for Technology and Innovation**
  - **Reimbursable and Credit agreements reviewed separately**



# DISQUALIFIERS

- **Reporting of incorrect data**
- **Late submissions**
- **Incomplete package**
- **Open investigations with DoD Inspector General**
- **No SAR or annual performance report from DCMA**
- **Incorrect format of package**



# DISQUALIFIERS/EXECUTIVE SUMMARY

- **DISQUALIFIERS**

- Reporting of incorrect data
- Late submissions
- Incomplete package
- Open investigations with DoD Inspector General
- No SAR or annual performance report from DCMA
- Incorrect format of package

- **EXECUTIVE SUMMARY**

- **ARIAL FONT, 10+ FONT SIZE**
- **PROVIDE OVERVIEW OF MENTOR AND PROTEGE**
- **DESCRIBE THE MENTOR AND PROTÉGÉ'S RELATIONSHIP**
- **DESCRIBE HOW THE RELATIONSHIP AFFECTS DoD AND THE INDUSTRIAL DATABSE**



# NOMINATION FACTORS

- **FACTOR A – PROTÉGÉ GROWTH (25%)**
  - EMPLOYEE GROWTH EVIDENCED
  - DoD PRIME AND SUBCONTRACT
  - SUBCONTRACTS AWARDED FROM MENTOR
  
- **FACTOR B – PROTÉGÉ DEVELOPMENT (20%)**
  - COMPLETION OF TECHNICAL /BUSINESS INFRASTRUCTURE TASKS
  - COMPLETION OF TECHNICAL CERTIFICATIONS
  - EVIDENCE OF EMPLOYEE DEVELOPMENT
  
- **FACTOR C – VALUE OF TECHNICAL ASSISTANCE (Warfighter/National Security) (20%)**
  - VALUE ADDED TO WARFIGHTER OR NATIONAL SECURITY (NEW TECHNOLOGY)
  - VALUE ADDED TO BUSINESS INFRASTRUCTURE (CREDIT AGREEMENT ONLY)
  - INTEROPERABILITY WITH OTHER DoD, FEDERAL OR COMMERCIAL PROGRAM



## NOMINATION FACTORS cont.,

- **FACTOR D – PROGRAM MANAGEMENT (20%)**
  - EXECUTIVE AND MANAGEMENT COMMITMENT
  - MILESTONES MET
  - PERFORMANCE WITHIN COSTS
  - NEW BUSINESS TEAMING AND NEW SUBCONTRACT RELATIONSHIPS ESTABLISHED
  - TIMELY AND ACCURATE REPORTS TO OSBP AND DCMA
  
- **FACTOR E – HBCU’S, MSI’S, PTAC’S AND SBDC’S (15%)**
  - HBCU/MI/PTAC/SBDC PERFORM A MINIMUM 5% OF THE WORK
  - HBCU/MI/PTAC/SBDC SUBCONTRACTED WORK IS VALUE ADDED TO THE COMPLETION OF MAJOR TASKS AND MEETING MILESTONES

# 2018 Nunn-Perry Awards Nomination Package Template



## SPECIFIC INSTRUCTIONS

- A. Complete and submit one (1) executive summary including agency endorsement per nomination.
- B. Complete Factors A, B, C, D, and E. See Paragraph K below
- C. Provide support documentation for DoD Protégé Growth factors:
  - Copies of all approved DCMA Semi-Annual and Annual Reports (copies do not count toward Nominee's total page limits)
- D. Nomination is not to exceed twelve (12) pages. Assemble in following sequence:
  - Executive Summary, (one page maximum)
  - Acronym definitions, if required, (one page maximum)
  - Factors A, B, C, D, and E (two pages maximum per factor)
  - Copies of all approved DCMA Semi-Annual and Annual Reports (does not count toward the twelve page limit)

# 2018 Nunn-Perry Awards Nomination Package Template



- E. **Word-processing instructions:**
- **Arial font, not smaller than 10 point**
  - **Letter-sized pages with portrait orientation**
  - **Standard page-width text (i.e., no columns)**
- F. **Prior to email transmission, convert and merge the files into one (1) PDF file, and assembled in the sequence, as described in Paragraph D above. Attach only the PDF file to your email transmission**
- G. **Please title the PDF file and the email subject as: “DOD MENTOR NAME –DOD PROTÉGÉ NAME – FY18 NUNN-PERRY AWARDS NOMINATION”**
- H. **Please include a brief transmittal statement, including a Point of Contact, in the email**
- I. **Please attach only one (1) nomination per email submission.**

# 2018 Nunn-Perry Awards Nomination Package Template



## F. Instructions for Factors A, B, C, D, and E

- The purpose of these Factors is to describe how the mentor and protégé have demonstrated excellence in their relationship
- Bullet format is preferred for responses to each Factor criteria area
- Limit responses to two (2) pages per Factor. Charts, graphs, and/or tables will count towards the two-page per Factor limitation
- - Do not include attachments – including forms of electronic media such as sound clips, picture or video clips. These are cause for determining the nomination to be non-compliant
- - All data included should be supported by:
  - o Semi-Annual or DCMA Annual Reports submitted as part of this nomination
  - o FOR CREDIT AGREEMENTS ONLY those costs reported by the Mentor on their Summary Subcontracting Report (SSR)
- - Only actual dollars obligated/funded/received from contract awards should be submitted (NOT estimated/expected amounts)

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READ, FOLLOW INSTRUCTIONS,  
BE TIMELY!!!

QUESTIONS??????

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