10. AWARDS

Scope

This policy covers the composition of the Awards Committee, types of awards, nominations review and presentation of awards issued by NIGP and by other professional procurement agencies.

Governing References

- NIGP Articles of Incorporation - Article IV stipulates the NIGP Governing Board or Chair may establish such other committees as they deem necessary, and shall also establish the mission and duration of each such committee.
- NIGP's Practices Manual further defines criteria and eligibility on award achievement.

A. Committee Composition and Responsibilities

1. The Awards Committee shall be structured in accordance with the provisions outlined in Chapter 4 of this Board Policy Manual (Committees and Task Forces). Additionally, at least one (1) member of the Awards Committee shall also be a member of the Chapter Ambassador Committee as recommended by the Committee Chair.

2. The Committee shall be responsible for the development and review of all awards programs of NIGP and shall also be responsible for selecting the recipients of awards bestowed by NIGP.

3. It is understood that any member of the Committee shall disclose any potential conflicts of interest regarding NIGP awards, and Committee members should specifically recuse themselves from the evaluation process when:
   a. He/she holds membership in a chapter affiliate that has been nominated for a chapter award; and/or
   b. He/she is employed by the same public agency as a candidate who has been nominated for an individual award.
B. Types of Awards and Descriptions

NIGP offers four types of awards on an annual basis:

1. Individual Awards

   a. Albert H. Hall Memorial Award

      The Albert H. Hall Memorial Award is NIGP's highest award. Established in 1977, this award is named in honor of NIGP's Founder, Albert H. Hall, who served as the organization's first Executive Vice President from 1944 to 1975. Persons receiving the Albert H. Hall Memorial Award will also receive the designation of "Fellow of NIGP" or FNIGP. The Awards Committee is responsible for establishing selection criteria, providing opportunities for members to nominate candidates, assessing submittals, and making the final selection, subject to confirmation by the Executive Committee.

   b. Distinguished Service Award

      The Distinguished Service Award is granted to individuals who have distinguished themselves through contributions to public procurement. Three DSAs may be awarded annually. The Awards Committee is responsible for establishing selection criteria, providing opportunities for members to nominate candidates, assessing submittals, and making the final selection, subject to confirmation by the Executive Committee.

   c. Anne Deatherage Meritorious Service Award

      NIGP confers the Anne Deatherage Meritorious Service Award on individuals who have dedicated their career to advancing public procurement. The Awards Committee is responsible for establishing selection criteria, providing opportunities for members to nominate candidates, assessing submittals, and making the final selection, subject to confirmation by the Executive Committee.

   d. Professional Buyer of the Year Award

      NIGP grants this award to the professional public buyer who has distinguished themselves in the field of public procurement. The Awards Committee is responsible for establishing standard criteria, providing opportunities for members to nominate candidates, assessing submittals, and making the final selection.
e. Professional Manager of the Year Award

NIGP grants this award to the public procurement manager who has distinguished themselves in the field of public procurement. The Awards Committee is responsible for establishing standard criteria, providing opportunities for members to nominate candidates, assessing submittals, and making the final selection.

f. Chair Awards

Chair awards are presented at various events during the NIGP annual Forum and Products Exposition and are presented by the current Chair of the Governing Board or one of the three councils as listed below. The respective Chair solely determines the selection process for the award:

(1) The Governing Board Chair selects the recipient of the Leadership Award.
(2) The Finance Council Chair selects the recipient of the Integrity Award.
(3) The Member Council Chair selects the recipient of the Young Professional Award
(4) The Talent Council Chair selects the recipient of the Volunteer Award.

g. Ethics Essay Award

The Ethics Essay Award is granted by the NIGP Member Council, which is responsible for establishing the topic, determining award criteria, providing opportunities for members to submit an essay, assessing submittals, determining the value of the award, and making the final selection.

h. Diversity Essay Award

The Diversity Essay Award is awarded by the NIGP Diversity Council which is responsible for establishing the topic, determining award criteria, providing opportunities for members to submit an essay, assessing submittals, determining the value of the award, and making the final selection.

i. NIGP Code Essay Award

The NIGP Code Essay Award is funded by Periscope Holdings as NIGP’s strategic partner in managing the NIGP Commodity and Service Code. Periscope Holdings is responsible for establishing
the topic, determining award criteria, providing opportunities for members to submit an essay, assessing submittals, determining the value of the award, and making the final selection for award.

2. Chapter Awards

NIGP confers these awards on chapter affiliates that distinguish themselves by offering effective professional programs to the members and by sharing that knowledge with other chapters.

There are four categories of Chapter of the Year Awards:

a. Small Chapter of the Year
b. Medium Chapter of the Year
c. Large Chapter of the Year
d. Extra Large Chapter of the Year

The Chapter Relations Committee is responsible for establishing standard criteria, assessing submittals, and making the final selection.

3. Agency Awards

NIGP recognizes the Robin J. Zee Innovations in Public Procurement Award. The Knowledge Management Committee is responsible for developing criteria, nominations, and judging on an annual basis.

4. Sponsorship and Other Professional Awards

NIGP sponsors the Achievement in Excellence in Procurement (AEP) award issued by the National Procurement Institute (NPI). Through a Memorandum of Understanding between NIGP and NPI, NIGP staff shall promote and support the AEP award on an annual basis.

C. Nominations and Presentation of Award

1. The Awards Committee will seek nominations for awards on an annual basis.

2. Candidates considered for each award must meet all of the mandatory criteria for the nominated award as defined in the Practices Manual.

   a. No member of the NIGP Governing Board or one of the three NIGP Councils (Finance, Member, and Talent) shall be eligible to receive any award granted by NIGP if he/she is serving on the Board at the time of nomination.
3. NIGP shall present awards at a prominent event during the annual NIGP Forum and Products Exposition.