

# **SECNAV INNOVATION AWARDS PROGRAM NOMINATION FORM**

**AWARD:** Innovation Catalyst

**DESCRIPTION:** An effective support network is essential for innovation to succeed. This award seeks to identify the contributions of an individual who has made a significant contribution to an organization by inspiring others to innovate or directly supporting the innovative work of others.

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## **PART I**

**NAME:**

**ACCOMPLISHMENT:**

**INDIVIDUAL/TEAM:**

**NAME OF ALL NOMINEE TEAM MEMBERS:**

**BRIEF STATEMENT OF CONTRIBUTIONS, DUTIES, AND RESPONSIBILITIES OF EACH TEAM MEMBER:**

**ORGANIZATION, ACTIVITY, OR STATION:**

**ORGANIZATIONAL LOCATION:**

**SUBMITTER (MAY BE ANY GRADE OR RANK):**

**ENDORSER (OPTIONAL; MAY BE ANY GRADE OR RANK):**

**XETHEER (MUST BE O-5 COMMANDING OFFICER, O-6/GS-15 OR HIGHER):**

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**PART II** (*WORD LIMITS*)

**INNOVATION MERIT** (*NO MORE THAN 450 WORDS*):

**OPERATIONAL IMPACT** (*NO MORE THAN 450 WORDS*):

**PART III**

**CITATION:**

**GENERAL INSTRUCTIONS:**

- Innovation Award nominations may be submitted via this form or directly inputted into the Innovation Awards portal at:
  - <https://portal.secnav.navy.mil/cop/nin/2015Awards/>
- If the Submitter uses this nomination form, they should ensure that each answer is completed.

NOTES:

- All entries should be written in sentence case (DO NOT USE UPPERCASE)
  - Submissions that exceed the word limit in Part II will not be accepted.
  - Supplementary material may be submitted with the nomination form, but is not required.
- The Submitter may forward the form to an Endorser, but it is not required.
  - The Submitter/Endorser then emails the completed form and any applicable supplementary material to [DON\\_Innovation@navy.mil](mailto:DON_Innovation@navy.mil) with “Innovation Awards Submission – Innovation Catalyst” as the subject. A Quick Link is provided below:
    - [Innovation Catalyst](#)
  - Questions may be submitted to [DON\\_Innovation@navy.mil](mailto:DON_Innovation@navy.mil).
    - FAQs will be posted on the Innovation Awards portal and the DON Innovation website:
      - <http://www.secnav.navy.mil/innovation/pages/awards.aspx>
  - The Verifier may be contacted to provide additional information, to include (but not limited to) the Innovation Merit and Operational Impact.