

# Charting a Course to Energy Independence

Providence, RI  
August 9-12, 2009





# FEMP Awards Program

## ***Getting the Recognition You Deserve:***

*Federal Energy and Water Management Awards  
and the Presidential Awards  
for Leadership in Federal Energy Management*

August 2009



# Federal Energy and Water Management Awards

## Federal Awards Schedule

- Mid-February: Criteria and Guidelines distributed
- Late-May: Nominations due to FEMP
- June: Evaluation team recommends winners
- July: Award winners announced
- October: Federal Awards ceremony



# Presidential Awards for Leadership in Federal Energy Management

## Presidential Awards Schedule

- Mid-February: Criteria and Guidelines distributed
- Late-May: Nominations due to FEMP
- July: Evaluation team selects finalists
- August: Finalists submitted to White House
- September (or ASAP): Award winners announced
- October: Presidential Awards ceremony



# Awards Criteria and Guidelines

- Same document, different criteria for the two programs.
- Federal Awards are for single projects/efforts.
- Presidential Awards are for comprehensive, cross-cutting team efforts.
- Note: criteria and guidelines may change each year.



# Eligibility for Awards

- Awards recognize projects where installations were *completed* and savings *have begun to accrue* **during the prior fiscal year.**
- Federal employees and contract operators of Federal facilities are always eligible.



# Federal Award Categories

## **Federal nomination categories:**

- Energy Efficiency/Energy Program Management
- Renewable Energy
- Water Conservation
- Sustainable Design/High Performance Buildings
- Vehicle Fleet Management
- Exceptional Service



# Format for Submissions

- Savings data is not required, but is strongly encouraged.
- All nominations require narratives.
- Make the narratives easy to read.
- Include supplemental graphs, energy use tracking, and photos.
- **Most important, write the narrative to the criteria!**



# Criteria, Criteria, Criteria

- Nominations are evaluated on criteria specific to the award.
- Presidential Awards have the same four criteria.
- Federal Awards have several criteria specific to each category.
- ALL criteria should be addressed in the narrative.



# Narrative Dos and Don'ts

## Do:

- Use current criteria and guidelines.
- Address all criteria in sufficient detail.
- Emphasize quantifiable results.
- Include back-up graphs/reports to document results.
- Submit for the appropriate award / best category.
- Change write-up from last year.



# Narrative Dos and Don'ts

## Don't:

- Ignore some (or all) of the criteria.
- Use Federal criteria for Presidential nominations.
- Be too brief in your narrative.
- Use too small a font size (use 11 or larger).
- Use poor grammar or spelling.
- Stint on providing credible back-up for your results.



# Submitting Nominations

- Submit nominations using FEMP's on-line system at [www.fempcentral.com/awards](http://www.fempcentral.com/awards).
- No signatures required. Approvals are integrated into the on-line system.
- Give your agency HQ office ample time to preview nominations.
- **Find your Agency Headquarters Contact at [http://www.femp.energy.gov/services/awards\\_contacts.html](http://www.femp.energy.gov/services/awards_contacts.html)**



# For More Information

For more information on FEMP's Award Programs,  
please visit the Web site at

<http://www.femp.energy.gov/services/awards.html>

Or contact Annie Haskins at

[annie.haskins@ee.doe.gov](mailto:annie.haskins@ee.doe.gov)