



Natural Resources Management Awards - Background and Nomination Process

Background

The Corps of Engineers is one of the nation's leading federal providers of outdoor recreation with more than 400 lake and river projects in 43 states. Corps managed waters provide 18 percent of all U.S. freshwater fishing. Seven of the top 10 migratory bird flyways in the U.S. crossover Corps managed waters. We manage 12 million acres of public lands and waters nationwide. Visitors to Corps recreation areas can find 55,390 miles of shoreline; 7,892 miles of trails; 93,101 campsites and 3,748 boat ramps nationally. Corps recreation and natural resource management staff are responsible for managing these programs for present and future generations.

References

- a. AR 672-20 Incentive Awards.
- b. Engineer Regulation 672-1-18, "Decorations, Awards, and Honors, Incentive Awards," dated 1 March 1995. This regulation provides guidance for the implementation of the incentive awards program.
- c. Engineer Pamphlet 1130-2-434 (FS), Hiram M. Chittenden Award Fact Sheet, dated 30 September 1993.
- d. Engineer Regulation 1130-2-500, "Project Operations," Change 2, dated 30 September 2003, Chapter 17, Chief of Engineers Annual Natural Resources Management Awards.

General

The subject awards were established under the general provisions of AR 672-20. Exceptional individual achievement is given recognition for contributions to the Natural Resources Management Program through recreation management, natural resources stewardship, environmental compliance management, and interpretation.

Nomination Procedures

- a. District Operations Chiefs may submit nominations for the subject awards to their respective MSC divisions for consideration.
- b. Division Operations Chiefs may appoint a committee or use other methods to review district nominations and select a single nomination for each award to represent the entire division. Division Operations Chiefs will complete all necessary actions and forward their nominations along with supporting documentation by e-mail as designated in paragraph 8 below by COB 04 May 2020.
- c. Nominations received will be evaluated by a committee and approved by the HQUSACE Chief, Operations and Regulatory Division, who will forward recommendations to the Chief of Engineers for acknowledgement.



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Eligibility

- a. The Natural Resources Management “Employee of the Year” award. All individuals employed by the Corps, in the Natural Resources Management program, including division, district, and field projects, are eligible to receive this award.
- b. The Natural Resources Management “Hiram M. Chittenden Award for Interpretive Excellence.” All individuals employed by the Corps who contribute to interpretation and/or environmental education are eligible for this award.
- c. The consolidation of two or more individuals into a single nomination for the “individual employee” awards is not permitted.
- d. All nomination packages will reflect only those accomplishments made in the preceding calendar year (2019).

Nominating Criteria

- a. Evaluation Criteria. Nominations will be evaluated on the basis of content, which should concisely describe specific accomplishments within each required category of criteria as listed. The specific evaluation criteria for both of the individual employee awards are enclosed.
- b. Nomination Format.
 - (1) Size. Documentation for nominations will be typed on 8½" x 11" paper, Times New Roman font, 12-point size. Elaborate bindings and custom printing shall be avoided.
 - (2) All nomination packages will consist of the following:
 - (a) A single Cover Sheet containing:
 1. Name of award
 2. Name of nominee
 3. Position title, series, and grade
 4. Organization, location, and mailing address
 5. Point of Contact and telephone number for inquiries
 - (b) Executive Summary. Summarize the nomination. The Summary will not exceed one single sided page.
 - (c) Narrative Justification.
 1. Based on the enclosed evaluation criteria for the specific award, the narrative justification must follow the specific, numbered criteria categories as listed on the award evaluation criteria sheet.



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2. No more than three (3) single sided pages for each of the employee nominations (“Natural Resources Management Employee of the Year” and “Hiram M. Chittenden Award for Interpretive Excellence”).
- (d) Citation. Provide a citation that may be read at an appropriate ceremony should the nomination be selected for the award. The Citation will not exceed one-half of one single sided page.
- (e) Supporting Attachments.
1. Nominations may include photographs, newspaper clippings, or other documentation that is appropriate and significantly contributes to the understanding of the accomplishments of the nominee. Extensive photo essays, videotapes, films, or other electronic media with essays and/or photographs will not be considered.
 2. Employee award nomination attachments will not exceed three (3) pages.
 3. Supporting attachments may be included within the body of the narrative justification as long as the total pages required do not exceed that of the narrative and attachments combined: (i.e. six (6) pages for each employee nomination).
 4. Photos separate of the nomination package, suitable for publication of the individual and/or facilities associated with the award recipients will be requested as needed.

Awards

- a. Types of Awards. The subject awards will consist of a plaque for the selected individual recipients. The plaques will be inscribed with the winning individual’s name, year award is presented, citation, and signature of the Chief of Engineers or his representative.
- b. Presentation. Award recipients will be selected prior to the 4th Quarter Executive Governance Meeting in August, where the Chief of Engineers will acknowledge all winners. Applicable division or district commanders or their representatives, may present the awards at an appropriate awards function. The “Hiram M. Chittenden” Award winner will also be recognized at the annual National Association for Interpretation conference. MSC nominations for the “Hiram M. Chittenden” Award will be considered as “regional winners” for announcement and recognition purposes during the annual National Association for Interpretation award ceremony.
- c. Division and District commanders are encouraged to establish and maintain complementary Civil Works project and individual awards programs as an additional means of recognizing achievement in the Corps Natural Resources Management program.