

For: FFAS Employees

**57<sup>th</sup> Annual William A. Jump Memorial Award**

Approved by: Deputy Administrator, Management



**1 Overview**

**A Background**

USDA has been invited to submit nominations for the 57th Annual William A. Jump Memorial Award. This award is presented in recognition of outstanding service in administration and notable contributions to the efficiency and quality of the public service. It was established in 1950 in honor of the late William A. Jump, Budget and Finance Officer of USDA, recognized throughout the Federal Government and nationally, for his leadership and distinguished contributions to effective public administration. It is supported through private contributions.

The public recognition provided by the Award is intended to serve as an encouragement to young people to promote interest, growth, development, and high level performance in public administration.

**B Purpose**

This notice informs Federal employees of the award announcement and requests award nominations.

**Note:** Each agency is authorized to submit 1 nomination. If more than 1 nomination is received, a panel, including a Union representative, will be formed to determine the candidate to be referred.

**C Labor-Management Obligations**

Where exclusive representation exists, bargaining may be requested to the extent allowed by applicable statutes. Where contract language already addresses these policies and procedures for bargaining unit employees, contract language prevails.

<b>Disposal Date</b>  June 1, 2006	<b>Distribution</b>  All RMA, FAS, and FSA Employees; State Offices relay to County Offices
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## Notice PM-2539

### 2 Eligibility and Procedures

#### A Eligibility

The nominee **must be a civilian career employee of the Federal Government who has not reached his or her 37th birthday as of December 31, 2005**. Work performance of the employee over a considerable period of time (not less than 5 years) in either a line or staff position, must demonstrate:

- outstanding competence and interest in any area of public administration
- leadership shown in the direction or development of programs
- creativity and resourcefulness
- close adherence to the basic principles of enlightened public service,
- integrity
- dedication to duty.

#### B Nominating Criteria

The nomination must be submitted through the appropriate Deputy Administrator to HRD, Performance Management, Benefits and Awards Branch (PMBAB), ATTN Audrey Armstrong, **no later than** April 28, 2006.

Information should be typewritten, single-spaced, with new subject paragraphs double-spaced and numbered to correspond with the following table.

<b>Paragraph No.</b>	<b>Description of Information</b>
1	Name, title, grade, telephone numbers, e-mail address, and salary of nominee.
2	Agency
3	Date of birth.
4	Home address.
5	Educational background and awards or commendations received.
6	Nominees present position, grade, and responsibilities.
7	Chronological outline of past employment and responsibilities.
8	Specific accomplishments and contributions with comments which illustrate each of the eligibility criteria.
9	Proposed brief citation concerning the nominee's accomplishments to be used on the winner's certificate (maximum of 25 words).

#### C Contacts for Additional Information

If questions or additional information is needed, contact Audrey Armstrong by either of the following:

- telephone at 202-401-0695
- e-mail to [Audrey.armstrong@wdc.usda.gov](mailto:Audrey.armstrong@wdc.usda.gov).