INCOSE Founder Nomination Form Sample

**Criteria**

1.The Founder's Award is intended to recognize outstanding individual contributions to INCOSE, be they a single event or significant events over sustained period of service. Contributions should be of a highly significant nature and contribute positively to the advancement of INCOSE or an INCOSE Chapter. A few examples of such contributions would include, but not be limited to extending INCOSE’s international growth, developing new Chapters, significantly advancing INCOSE’s professional status and making significant personal commitments to INCOSE such as long-term service in a leadership role.

2. Three (3) detailed letters of support from different members must be included in the package.

## INCOSE Member Nominated: (ensure member is active and in good standing)

Member Name: John Doe

## Recommended Citation: (one or two sentences summarizing the contributions)

SAMPLE: For his contributions represented by a lifetime of efforts at local, regional and international levels and significant contributions if any in a specific area within systems engineering.

Criteria for Nomination: (describe individual’s qualifications for recommendation - refer to above criteria. This should be of sufficient detail for the Honors and Award committee to understand the individual’s contributions and the significant nature of the contributions as defined above. Assume that the individual is not known by the members of the Honors and Awards Committee when determining the detail to include. A good package for the Founder’s Award is typically 5 – 9 pages including the Letters of Support.):

SAMPLE Opening paragraph: It is with great pleasure that I submit this Founder’s Award nomination and accompanying letters of support for John Doe. The Founder's Award is INCOSE's highest honor for service to the organization, be that a single event or significant events over a sustained period of service. John Doe’s contributions fall into both categories with almost many years of sustained service including several singular contributions of great significance. John’s contributions span from chapter to international, administrative to technical, support to leadership. Given the breadth and depth of John’s contributions, I can think of no one more qualified to be recognized with the 2024 INCOSE Founder’s Award.

John’s diverse contributions to INCOSE span a variety of roles, e.g:

* Chapter leader including terms as
* Conference support if applicable at regional of international level
* INCOSE Board member position if held a term on the INCOSE Board of Directors
* Working Group or Standards Involvement if any
* INCOSE Publications, if any or other significant work in systems engineering
* Etc.

Your direct observations and how you know John Doe and his early (and continuing) contributions and services to INCOSE which warrant this award and accompanying letters of support from other’s with direct knowledge of John Doe’s contributions.

Details on roles and responsibilities….

John’s leadership …

Why you think he stands out….

The following will provide Letters of Support (minimum of 3) relating to the diverse roles/contributions of John Doe:

1. Name and INCOSE Role(s), Positions
2. Name and INCOSE Role(s), Positions
3. Name and INCOSE Role(s), Positions

Closing statement in support of nomination.

## Nominator Name: