

FLC Awards Criteria & Word Count

Where applicable the maximum word count for criteria in a category is listed below.

Excellence in Technology Transfer

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative (Section 2) against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative in the section they are being asked or points can be deducted. The FLC Excellence in Technology Transfer Award recognizes employees of FLC member laboratories and non-laboratory staff who have accomplished outstanding work in the process of transferring federally developed technology.

There is no word count available on the nomination form for this category, however we request that your narrative be a maximum of six (6) pages. Typically, a single page will have 500 words of text.

A. Description of Technology Transferred

1. Describe the technology transferred, focusing on what advantages the technology provides and what problem or need is addressed. **[15 points]**
2. Who or what was the recipient of the transferred technology, and when did the transfer take place? **[5 points]**

B. The Technology Transfer Story

1. How and by whom was the partnership for the technology initiated? **[5 points]**
2. What were the specific roles, goals, objectives, and expectations of each partner in the transfer of the technology? **[10 points]**
3. What technology transfer mechanisms, resources, and/or activities were used to transfer the technology? **[10 points]**

C. Key Contributions to the Technology Transfer

1. Describe each nominated team member's role in the technology transfer, including any innovation or creativity demonstrated by individual team members in transferring the technology. **[15 points]**
2. Specifically identify and describe the excellence in the technology transfer effort for which the application is submitted. **[20 points]**

D. Outcomes of Technology Transfer

1. Describe how this technology transfer effort furthers the mission requirements of your laboratory, any public gains achieved through its transfer and the result and impact of the technology transfer effort. **[20 points]**

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Interagency Partnership Award

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. The FLC Interagency Partnership Award recognizes the efforts of federal science and technology employees from at least two different agencies who have collaboratively accomplished outstanding work in the process of transferring a technology.

1. Specifically identify and describe the outstanding cooperative effort by federal science and technology employees from laboratories representing two or more Federal agencies in the transfer of a specific technology, product, or service that has been adopted by and/or benefits another Federal agency or private sector entity for government or non-government use. **[45 points]** *500 words*
2. Specifically identify and describe each nominated team member's role and the attributes of each of the respective agency laboratories that enabled the effective transfer of the technology. **[35 points]** *500 words*
3. Describe when the transfer took place and what technology transfer mechanisms, resources, and/or activities were used to transfer the technology. The transfer of the technology must have occurred within the past five years. **[20 points]** *500 words*

Laboratory Director of the Year

The FLC National Advisory Council honors Laboratory Directors who have made maximum contributions to the overall enhancement of technology transfer for economic development. Accomplishments related to the transfer of technology from the federal laboratory to industry, including support of FLC activities, internal accomplishments, industry involvement and community service, are the primary award criteria.

The highest possible score is 100 points.

There is no word count available on the nomination form for this category, however we request that your narrative be a maximum of five (5) pages. Typically, a single page will have 500 words of text.

LABORATORY HISTORY RELATED TO TECHNOLOGY TRANSFER – How technology transfer relates to the laboratory's purpose and overall enhancements to the technology transfer portion of the lab mission. ***NOTE: this criterion will be used for informational purposes only and will not count toward scoring of the nomination. Its primary purpose is to provide context for the remaining criteria.*** (field box)

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NOMINEE'S PERSONAL INVOLVEMENT AND IMPACT INTERNAL TO THE LABORATORY IN SUPPORT OF TECHNOLOGY TRANSFER (35 points)

Identify personal interactions that the nominee has had with laboratory scientists/engineers and technology transfer support staff, such as but not limited to:

- Encouragement of scientists and managers to participate in transfer process.
- Establishment of training programs or industry interchange meetings.
- Promotion and recognition of the Office of Research and Technology Application (ORTA).
- Actively increasing participation by laboratory staff in ORTA activities.

Identify initiatives undertaken by the nominee to encourage or facilitate technology transfer, such as but not limited to:

- Pursuing partnerships through cooperative research and development agreements (CRADAs), patents and licensing.
- Coordinating facility visits by prospective partners in industry, education, or state and local governments.

NOMINEE'S PERSONAL INVOLVEMENT EXTERNAL TO THE LABORATORY IN SUPPORT OF TECHNOLOGY TRANSFER AND IMPACT ON INDUSTRY (35 points) –

Identify areas that the nominee engaged in to fulfill this criterion, including but not limited to:

- Support and involvement in the FLC and technology transfer activities.
- Management and financial support of promotion and/or advertising.
- Community involvement to encourage industry interchange.
- Personal participation in industry organizations.
- New businesses started due to technology transfer.
- Financial results for industry partners.
- Industry commendations to nominee and/or the laboratory.

BEST EXAMPLE OF TECHNOLOGY TRANSFER THAT NOMINEE WAS ACTIVELY INVOLVED IN FOR THE LABORATORY (any time between October 1, 2013 – September 30, 2016) (30 points) – A specific technology transfer effort involving the laboratory that came to completion; contributions and process improvement that led to successful completion. Items to consider:

- A brief description of the technology, the transfer process used and the reason the transfer was significant.
- The Director's involvement in the transfer, which could include:
 - Contributions to the awareness of the technology's availability.
 - Support a new or unique process improvement that led to successful transfer.
 - Encouragement to the scientific and other programs to cooperate and coordinate with the technology transfer staff in the process.
 - Other actions (both direct and indirect) taken by the Director that supported that transfer.

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Outstanding Technology Transfer Professional

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. The FLC Outstanding Technology Transfer Professional Award recognizes the efforts of a FLC laboratory technology transfer professional (or team) who has demonstrated outstanding work in transferring a technology in a manner significantly over and above what was called for in the normal course of their work. Office of Research and Technology Application (ORTA) Representatives, Technology Transfer Program Managers, and Commercialization Managers are considered ideal candidates for this award.

1. Specifically identify and describe the nominee's personal involvement and significant contributions in support of the transfer of federally developed technology for the laboratory. **[35 points]** *500 words*
2. Describe a best example of technology transfer that demonstrates the nominee's innovation and/or creativity in transferring a specific technology, product or service. Include a brief description of the technology, the transfer process used and the reason the transfer was significant. **[35 points]** *500 words*
3. Describe when the innovation/creative technology transfer took place and what technology transfer mechanisms, resources, and/or activities were used to innovate or transfer the technology. The innovative/creative technology transfer occurred within the last five years. **[30 points]** *500 words*

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Rookie of the Year

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. The FLC Rookie of the Year Award recognizes the efforts of an FLC laboratory technology transfer professional who has demonstrated outstanding work in the field of technology transfer in a manner significantly over and above what was called for in the normal course of their work during the past year. The nominee must be new to technology transfer with three years (or less) experience in a technology transfer position.

1. Describe how the nominee has demonstrated exceptional service performing their technology transfer professional responsibilities within their laboratory's technology transfer organization over the past year. **[25 points]** *375 words*
2. Specifically identify and describe an example of the nominee's innovative approach or creativity to addressing a technology transfer need and demonstrable results. **[20 points]** *375 words*
3. Identify and describe the specific roles, goals, objectives and contributions of the nominee in the transfer of technology. **[20 points]** *375 words*
4. Specifically identify and describe the impact of the nominee's exceptional service to date and how that impact is determined by the laboratory. **[20 points]** *375 words*
5. Provide the nominee's first date of employ and experience in a technology transfer capacity (either within or outside of federal employment and not just the date of the current position). **[5 points]**

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Service Award – Harold Metcalf

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. The FLC Service Awards recognize individuals who have made exceptional contributions to the FLC. FLC Service Award winners will have shown exceptional dedication and enthusiasm in advancing the Consortium's mission not only among fellow members, but to partners in industry, and/or academia, and local governments.

The Harold Metcalf Award, a subcategory of the FLC Service Awards, recognizes sustained significant service from an FLC Member Laboratory employee to the FLC as an organization. The award is named for Harold Metcalf, an early FLC leader who was responsible for the Consortium's expansion beyond its original Department of Defense roots.

1. Nominee must be an FLC Member Laboratory employee. Describe how technology transfer relates to the Member Laboratory's purpose. **[10 points]** *333 words*
2. Specifically identify and describe the exemplary and sustained individual service of the nominee to the FLC. **[55 points]** *333 words*
3. Describe the nominee's general involvement in and support of FLC including FLC positions, membership on FLC committees and other FLC recognitions received. Confirm that the nominee has not previously received the Harold Metcalf Service award. **[35 points]** *333 words*

FLC Awards Criteria & Word Count

Service Award – Outstanding Service

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. Outstanding Service Award recognizes an individual/group who is not an FLC Member Laboratory or Parent Federal Agency employee for a notable contribution to the FLC in terms of sustained support and/or service.

1. Identify Nominee, and their affiliation with FLC. Nominee may not be an FLC Member Laboratory or Parent Federal Agency employee. Describe how Technology Transfer relates to Nominee and their organization. **[10 points]** *250 words*
2. Specifically identify and describe how the nominee has provided sustained support/service to the FLC as an organization. **[55 points]** *250 words*
3. Identify timeframe of service. Describe only those contributions that took place within the past three years. **[5 points]** *250 words*
4. Describe the nominee's general involvement in and support of FLC including FLC positions, membership on FLC committees and other FLC recognitions received. Confirm that the nominee has not received the award in the past three years. **[30 points]** *250 words*

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Service Award – Representative of the Year

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted.

Representative of the Year Award - recognizes an FLC Representative (Laboratory Representative or Parent Federal Agency Representative) who has made the most significant contribution to the FLC in the past year.

1. Identify Nominee who must be an FLC Laboratory or Agency Representative or Alternate. Describe how technology transfer relates to the Laboratory or Agency purpose. **[10 points]** *150 words*
2. Describe how the nominee has participated in technology transfer activities applicable to other FLC Member Laboratories. **[10 points]** *150 words*
3. Describe how the nominee participated in activities for outreach to a new group in the FLC user communities (user communities, include but are not limited to, industry, academia, state and local governments, and federal laboratories). **[30 points]** *150 words*
4. Describe how the nominee demonstrated outstanding FLC regional leadership or participated in other appropriate FLC-related activities. **[30 points]** *150 words*
5. Identify and describe only those significant contributions made during the year immediately preceding the nomination. **[10 points]** *150 words*
6. Describe the nominee's general involvement in and support of FLC including FLC positions, membership on FLC committees and other FLC recognitions received. Confirm that the nominee has not received the award within the past three years. **[10 points]** *150 words*

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State and Local Economic Development

The highest score possible is 100 points. The total point score will be used for ranking. Scoring will be done by judging the Submission Narrative against the criteria listed on this page. Each criterion must be addressed in the Submission Narrative or points will be deducted. The FLC State and Local Economic Development Award recognizes successful initiatives that involve partnership between state or local economic development groups and federal laboratories for economic benefit.

1. Identify the Nominees and describe the attributes of each of the respective agency laboratories and state and/or local economic development groups directly involved in the technology transfer related initiative. Nominees must include FLC laboratory employees, and can include employees of state and/or local economic development groups directly involved in the initiative. **[10 points]**
250 words
2. Specifically identify and describe the partnership, the innovative approach to addressing a technology transfer-related need, and demonstrable results of the initiative. **[20 points]**
250 words
3. Describe and include background on the context in which the initiative operates and why it was created including information about the geographic area the initiative serves. **[10 points]**
250 words
4. Describe the specific roles, goals, objectives, and contributions of each nominee. **[20 points]**
250 words
5. Describe any innovation or creativity demonstrated by the nominee(s), including technology transfer mechanisms utilized. **[20 points]**
250 words
6. Describe what has been the impact to the federal labs and economic benefit of the initiative to date, how that impact is determined, and any public gains achieved. **[20 points]**
250 words