2024 Federal Energy and Water Management Awards

Career Exceptional Service Award Category Narrative Template

Refer to Section 3 of the [Criteria and Guidelines for the 2024 Federal Energy and Water Management Awards](https://www.energy.gov/femp/articles/criteria-and-guidelines-federal-energy-and-water-management-awards) for more complete, detailed guidance and criteria on the information to include in each section below that must be addressed in the narrative. The narrative may be up to **five single-spaced pages** in length using a minimum of 11-point font.

1. Leadership: Discuss how the nominee demonstrated leadership and commitment to set the standard followed by staff in working towards exceptional energy, water, and/or fleet management.
2. Implementation: Discuss how the nominee enabled the implementation of projects at one or more facilities/agencies.
3. Innovation: Discuss how the nominee used innovative tools and strategies to meet energy, water, and/or fleet management goals.
4. Institutionalization and Behavior Change: Discuss how the nominee facilitated activities such as education, training, and other outreach designed to promote new workplace behaviors (institutional or individual).