2024 Federal Energy and Water Management Awards

Program 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. Details: Describe the nominated program, including pertinent policies, strategies, and management approaches put in place, and related supporting projects and practices implemented in FY 2023. Also clearly identify at least one best practice employed by the program effort.
2. Savings/Results: Describe how the program effort culminated in significant results during FY 2023, including progress toward achieving any applicable quantifiable goals of applicable federal and agency-specific energy and water regulations, such as FY 2023 energy, water, and/or petroleum reductions, use of distributed energy resources, and/or improved energy resilience and security.
3. Organization and Management: Discuss how the program has affected the organization’s structure, plans, processes, resources, etc. to achieve the savings/results above, including how energy or resource savings are built into the way work is conducted. Also include efforts to ensure the program is designed to have a lasting impact on the organization.
4. Technical Expertise and Knowledge: Describe the technical capabilities demonstrated by the program, which may include the program’s access to expertise, opportunities, and resources; team diversity; and/or sound analytical processes. Describe how the program helps to promote continuous learning.
5. Employee Engagement: Discuss the program’s communications strategies to keep employees aware and engaged, including any incentivization or recognition efforts. Documentation of individual or organizational behavior change, as available.
6. Can-Do Savvy: Discuss how the nominated program has helped to overcome any barriers/challenges to achieving the organization’s energy/water management goals, including formulating new partnerships, changing business models, applying new strategies, or using innovative technologies or new processes.