



# 2019

## AWARDS PROGRAM SUBMISSION AND NOMINATION PACKET

*Recognizing Individuals Demonstrating Superior Leadership*

**The Foundation for the Malcolm Baldrige National Quality Award**



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## **Purpose of the Baldrige Foundation Awards Program**

The Baldrige Foundation Individual Awards Program is designed to recognize individuals who demonstrate superior leadership.

The Awards Program began in 2013 with the presentation of the first Harry S. Hertz Leadership Award at the 25<sup>th</sup> Anniversary of the Baldrige Quest for Excellence Conference. Since the Program's inception, three additional award categories have been established: the E. David Spong Lifetime Achievement Award, the Baldrige Foundation Awards for Leadership Excellence, which recognize leadership excellence within each of the Baldrige Sectors: Business (Manufacturing, Service, Small Business) Non-profit, Government, Healthcare, Education, and Cybersecurity, and the Dr. Curt Reimann Baldrige Scholarship.

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### **Awards Procedures**

#### **Presentation of Awards**

Awards are presented during the Foundation Awards Luncheon at the annual Baldrige Quest for Excellence® Conference in April to afford maximum national visibility to award recipients by their peers.

#### **Committee on Awards**

The Baldrige Foundation Awards Committee consists of board members and is responsible for annually reviewing the Awards Program for continuous improvement and making program changes/recommendations to the Board of Directors as necessary.

The Awards Committee reviews all nominations for awards and makes final selection recommendations to the Foundation Board of Directors.

#### **Deadline**

The deadline for the receipt of nominations for all Awards is annually on **September 30<sup>th</sup>**. Mail or email the submission to the attention of:

*Leadership Award Administrator*  
*Baldrige Foundation*  
*1717 Pennsylvania Avenue NW, Suite 1025*  
*Washington, D.C. 20006*  
*E-Mail: [awards@baldrigefoundation.org](mailto:awards@baldrigefoundation.org)*



## Key Dates for Award Cycle

**Deadline:** Nominations must be received by September 30<sup>th</sup> each year for consideration.

- Nomination Window Opens April 15
- Nomination Window April 15 – September 30
- Awards Board Nominee Packet Reviews October
- Award Committee Convenes November
- Award Recipients Notified November
- Recipients Announced December
- Press Releases December – January
- Awards Ceremony April



## **Baldrige Foundation Award Categories**

### **E. David Spong Lifetime Achievement Award**

- Made a positive impact in their respective field;
- Earned recognition, awards, citations, etc., by other entities in their discipline;
- Earned the respect of their peers;
- Been generally acknowledged as having reached the pinnacle of their discipline; and
- Demonstrated over their lifetime, innovation and creativity relating to organizational leadership and continuous improvement

### **Harry S. Hertz Leadership Award**

- Demonstrated leadership behaviors and results consistent with the Baldrige criteria for Performance Excellence
- Be willing to share their leadership practices as they relate to the Harry S. Hertz Leadership Award Core Value Attributes and Leadership Behaviors

### **Baldrige Foundation Awards for Leadership Excellence**

- Have made significant achievements worthy of recognition
- Consideration given to those individuals who have contributed outstanding service on a sustained basis, or a single achievement is of a magnitude worthy of this recognition

### **Dr. Curt Reimann Baldrige Scholarship**

- Be a student in, or have graduated within 12 months from, an advanced degree program
- Have an expressed desire to learn about the Baldrige Framework
- Complete the necessary pre-work and attend training
- Be available to attend the Baldrige Examiner Training Experience
- Desire to develop connections within the Baldrige Community
- Agree to share their experience and learning at their respective school. This may be in the form of a presentation to faculty or students. This could be done as a joint presentation with an experienced examiner

## **E. David Spong Lifetime Achievement Award**

The E. David Spong Lifetime Achievement Award, was authorized by the Baldrige Foundation Board of Directors in 2016. Recipients must have made sustained contributions of leadership excellence with exceptional and far-reaching magnitude in a manner worthy of recognition at the national level.

The committee selects recipients for the Lifetime Achievement Award in recognition of an individual who has performed truly extraordinary service within the quality movement and Baldrige Enterprise. The award recognizes the individual's whole of a career, rather than, or in addition to, a single contribution.

Lifetime Achievement Award winners are credited with changing their world and inspiring others to do the same.



**E. David Spong**

### **Description**

The award is a twelve-inch bust that bears the likeness of E. David Spong; the namesake for the award.



## Criteria

The individual selected should have made sustained contributions of leadership excellence with exceptional and far-reaching magnitude in a manner worthy of recognition at the national level. The candidates should have:

- Made a positive impact in their respective field.
- Earned recognition, awards, citations, etc., by other entities in their discipline.
- Earned the respect of their peers.
- Been generally acknowledged as having reached the pinnacle of their discipline.
- Demonstrated over their lifetime, innovation and creativity relating to organizational leadership and continuous improvement.
- Can attend and receive the award during the annual Quest for Excellence® Conference.

## Nomination and Selection Procedures

Anyone may nominate an individual to receive this award; no self-nominations are permitted.

The nomination submission includes:

- An award nomination form *[appendix 1]*
- Biography or curriculum vitae
- Nomination essay *[limited to no more than 1200 words]. The essay should be typed, single-sided, double -spaced, and in a 12-point font.*

The nomination essay should contain clear and detailed statements of the nature and magnitude of the nominated individual's contributions and leadership. The E. David Spong Award is presented once annually. An individual may not receive the award more than once.

## Harry S. Hertz Leadership Award

The Harry S. Hertz Leadership Award, authorized by the Baldrige Foundation Board of Directors in 2012, recognizes an individual whose behaviors provide a role model for others. While no one person in an organization can be credited with the achievement of excellence, this award will recognize and set forth *role-model behaviors* that have inspired, encouraged, challenged, and empowered others to achieve performance excellence.

Award recipients will share how they lead their organizations and inspire their people to achieve high performance. Recipients of the award personify the HSH Award Core Value Attributes and Leadership Behaviors: *visionary leadership, customer-focused excellence, organizational and personal learning, valuing workforce members and partners, agility, managing for innovation, management by fact, societal responsibility, focus on results and creating value, and systems perspective.*



**Harry S. Hertz**

### Description

The award is a twelve-inch clear crystal with dark blue cylinders on the vertical edges and a clear crystal base. The award inscription is etched into the clear crystal face.





## Criteria

The individual selected will:

- Demonstrate leadership behaviors and results consistent with the Baldrige criteria for Performance Excellence.
- Be willing to share their leadership practices as they relate to the Harry S. Hertz Leadership Award Core Value Attributes and Leadership Behaviors.
- Can attend and receive the award during the annual Quest for Excellence® Conference.

## Nomination and Selection Procedures

Anyone may nominate an individual to receive this award; no self-nominations are permitted.

The nomination submission includes:

- An award nomination form *[appendix 1]*
- Biography or curriculum vitae
- Nomination essay *[limited to no more than 1200 words] should be typed, single-sided, double-spaced, and in a 12-point font* that answers:
  - HOW the nominee approaches five of the HSH Leadership Award Core Value Attributes and Leader Behaviors (there are three required core values *[Visionary Leadership; Systems Perspective & Ethics and Transparency]* and two core values of the nominator's choice). Please provide examples (the HSHLA Core Value Attributes and Leader Behaviors are listed below). A full list of attributes and leadership behaviors are located on pages 9 and 10.



## **HSH LEADERSHIP AWARD CORE VALUE ATTRIBUTES AND LEADERSHIP BEHAVIORS**

### **VISIONARY LEADERSHIP**

1. Leads the organization in setting and owning organizational vision and values.
2. Guides the creation of strategies, systems, and methods to ensure ongoing organizational success.
3. Creates and ensures a supportive and collaborative environment.
4. Inspires the organization and others to achieve high performance.
5. Engages in personal learning seeking input from others.

### **SYSTEMS PERSPECTIVE**

1. Sets a systems perspective across the organization so that the organization and all its parts are viewed as a whole.
2. Causes holistic thinking and cross-functional synthesis, alignment, and integration.
3. Requires a focus on strategic direction and customers to improve overall performance.

### **CUSTOMER FOCUSED EXCELLENCE**

1. Builds a customer-focused culture and integrates customer engagement as a strategic concept.
2. Creates a focus on anticipating changing and emerging customer and market requirements.
3. Ensures differentiation from competitors through the development of organizational knowledge, skills, and core competencies.

### **VALUING PEOPLE**

1. Builds and fosters an organizational culture that focuses on engagement, development, and well-being of workforce members.
2. Creates an organizational environment that is safe, trusting, and cooperative.
3. Builds partnerships with internal and external people and organizations.
4. Capitalizes on the diversity of the workforce and partners.

### **ORGANIZATIONAL LEARNING AND AGILITY**

1. Develops a capacity for rapid change and for flexibility in operations.
2. Leads and inspires the organization to make transformational changes despite ever- shorter cycle times.
3. Creates an empowered workforce that effectively uses evolving organizational knowledge.
4. Embeds learning in the way the organization operates.



## **FOCUS ON SUCCESS**

1. Creates a focus on short- and longer-term factors that affect the organization and its future marketplace success.
2. Leads the pursuit of improvement and innovation.
3. Ensures that organizational planning anticipates future marketplace and technological influences.

## **MANAGING FOR INNOVATION**

1. Builds an environment that empowers the workforce to take intelligent risks.
2. Enables innovation to flourish and create value for stakeholders.

## **MANAGEMENT BY FACT**

1. Compels the organization to measure performance both inside the organization and in its competitive environment.
2. Uses data and analysis in decision making.
3. Challenges the organization to extract larger meaning from data and information.

## **SOCIETAL RESPONSIBILITY**

1. Acts as a role model for public responsibility and actions leading to societal well-being and benefit.
2. Motivates the organization to excel beyond minimal compliance with laws and regulations.
3. Drives environmental, social, and economic betterment of the community as a personal and organizational goal.

## **ETHICS AND TRANSPARENCY**

1. Requires highly ethical behavior in all organizational activities and interactions.
2. Requires organizational integrity.
3. Leads with transparency through open communication of clear and accurate information.

## **DELIVERING VALUE AND RESULTS**

1. Leads the organization to achieve excellent performance results.
2. Defines and drives the organization to exceed stakeholder requirements and achieve value for all stakeholders.



## Baldridge Foundation Awards for Leadership Excellence

The Baldridge Foundation Awards for Leadership Excellence were authorized by the Baldridge Foundation Board of Directors in 2016. They recognize leaders in the following sectors: Business (Manufacturing, Service, Small Business), Non-profit, Government, Health Care, Education, and Cybersecurity. The award recognizes leaders, who provide exceptionally outstanding support to Baldridge and the Foundation's mission.

### Description

Recipients are awarded a sector-specific medal that is suspended on a color silk moiré ribbon that is two inches long and 13/8" wide. The medal also comes with a sash, lapel pin, and framed certificate.

### Criteria

The individual(s) selected should have made significant achievements worthy of this recognition. Consideration will be given to those individuals who have contributed outstanding service on a sustained basis, or a single achievement if of a magnitude worthy of this recognition. Personal dedication and self-sacrifice will also be regarded as factors deserving consideration.

### Nomination and Selection Procedures

Anyone may nominate an individual to receive this award; no self-nominations are permitted.

The nomination submission includes:

- an award nomination form *[appendix 1]*
- *Biography or curriculum vitae*
- nomination essay *[limited to no more than 1200 words]. The essay should be typed, single-sided, double -spaced, and in a 12-point font.*

An individual may not receive the award more than once in each sector.



## Dr. Curt Reimann Baldrige Scholarship

The Dr. Curt Reimann Baldrige Scholarship was authorized by the Baldrige Foundation Board of Directors in 2017. The scholarship will enable the recipient to attend the Baldrige Examiner Training Experience held at the NIST campus.

The Selection Committee selects recipients from nominations received from students, professors, or other interested parties who are familiar with the student's interest in Performance Excellence. The intention of this scholarship is to help instill understanding of the Baldrige Excellence Framework in people going into various professions to help perpetuate awareness and use of the Framework.



**Dr. Curt Reimann and Molly Baldrige**

### Description

Recipients will receive full scholarship to the Baldrige Examiner Training Experience (BETE), a stipend of \$1500 to help defray travel and other costs associated with attending BETE, and a framed certificate. Scholarship recipients will also be paired with a mentor to guide them through the process.





## Criteria

The individual(s) selected should have a basic understanding of the Baldrige Framework and an interest in gaining further knowledge of the Framework and process. The candidate should:

- Be a student in, or have graduated within 12 months from, an advanced degree program.
- Have an expressed desire to learn about the Baldrige Framework.
- Complete the necessary pre-work and attend training.
- Be available to attend the Baldrige Examiner Training Experience.
- Desire to develop connections within the Baldrige Community.
- Agree to share their experience and learning at their respective school. This may be in the form of a presentation to faculty or students. This could be done as a joint presentation with an experienced examiner.

## Nomination and Selection Procedures

Any individual may self-nominate or may be nominated for this scholarship.

The nomination submission includes:

- An award nomination form *[appendix 1]*
- Biography or curriculum vitae
- Nomination essay *[limited to no more than 1200 words]. The essay should be typed, single-sided, double-spaced, and in a 12-point font.* The essay must address 1: A brief overview of the nominee's exposure to the Baldrige Framework including where it was introduced; and 2: The nominee's future plans and how knowledge of the Baldrige Framework may be used to support them.

An individual may not receive the scholarship more than once.

The nomination packet is intended to provide the Selection Committee with a brief understanding of the candidate's background, interest in Baldrige, and future plans. It will be used to select scholarship recipients but also to identify opportunities to help further the awareness and understanding of the Baldrige Framework and process.



**Appendix 1 – Award Nomination Form**

**Award Nominated to Receive (*please check one*):**

E. David Spong Lifetime Achievement Award

Harry S. Hertz Leadership Award

Baldrige Foundation Leadership Excellence Award (***select sector***)

Business

Non-Profit

Government

Health Care

Education

Cybersecurity

Dr. Curt Reimann Baldrige Scholarship

**Nominee**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Nominator (single point of contact)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_