# Department of Defense

# George Linsteadt Technology Transfer Achievement Award

# **Background:**

The Departmentof Defense George Linsteadt Technology Transfer Achievement Award recognizes Department of Defense (DoD) Federal employees who have made significant accomplishments in support of the DoD technology transfer (T2) Program. The Linsteadt Award distinguishes outstanding efforts made in support and execution of T2 partnerships that aid in migrating new technologies into or out of the DoD, promote technology commercialization, and license patented government inventions, bringing credit to the DoD at the federal or state level, as well as in the private sector.

The Linsteadt Award honors significant efforts comparable to those of Mr. George Linsteadt and other U.S. Government professionals who developed the federal T2 process. Mr. Linsteadt was a pioneer of T2 at the Naval Air Systems Command (NAVAIR) China Lake Weapons Division and a promoter of T2 for laboratories in seventeen Federal departments and Agencies. Mr. Linsteadt and other T2 professionals initiated the DoD T2 consortium which later expanded to become the Federal Laboratory Consortium for T2. The recipient of the award embodies the vision and spirit of Mr. Linsteadt and all those who pioneered DoD T2.

# **Purpose**

The purpose of this award is to recognize T2 professionals, individuals or teams, and their specific achievements in T2 within the last six (6) fiscal years. The award is not intended to be a career award but is meant to recognize and celebrate a T2 success or innovation. Appreciation of these successes and innovations advances recognition of individuals’ service in the T2 community, increases understanding and appreciation of T2, and helps to increase the activities and impact of T2.

In DoD, T2 is defined as the intentional sharing of knowledge, expertise, facilities, equipment, and other resources that benefit the DOD and/or non-DOD entities (DODI 5535.08). It includes:

* + Spin-out activities demonstrating the commercial viability of the DoD-developed technologies including those that result in spin-in, back to the DoD as part of a contractor-delivered DoD system,
  + Spin-in activities demonstrating the national security utility of technologies developed outside DoD, and
  + Dual-use science and technology that develops technologies having both defense and non-defense applications

# **Eligibility Criteria**

* 1. Nominees must be Military or DoD employees directly responsible for T2 or T2 process improvements, working as a T2 professional, technologist, legal expert, etc. Nominees may be T2 professionals, managers, technologists, principal investigators, legal counsel, and others whose primary function is to promote and perform duties related to DoD T2. Contractor(s) may be a part of the nominees’ team.
  2. The nominated achievement activity must have taken place within the previous six (6) fiscal years (FY).
  3. The award-winning individual or team is not eligible for consecutive year awards.
  4. The award-winning individual or team must be eligible to attend the upcoming DoD T2 Training Workshop.

# **Award Criteria**

1. The nominated individual or team is deemed responsible for the highlighted T2 activity. T2 activities feature application of one or more of the tools of T2, such as Cooperative Research and Development Agreements (CRADA), Partnership Intermediary Agreements (PIA), Education Partnership Agreements (EPA), Patent and License Agreements (PLA), Software License Agreements, or other T2 mechanisms.

2. The T2 activity was a cooperative effort whose participants included, in addition to the nominee’s own lab, at least one or more of the following:

a) Other DoD components

b) Other Federal Agencies or departments

c) State or local government entities

d) Colleges or universities

e) Non-profit entities

f) Commercial entities

g) Individuals

3. As a result of the effort/initiative, the T2 activity has brought significant tangible benefits to:

a) The origination laboratory or component

b) The Department of Defense

c) Other federal, state, or local government organizations

d) The private sector

4. The nominee or nominated team demonstrated exceptional forethought, creativity, and initiative with regard to possible innovative applications during the T2 process. The nomination must detail how the effort was above and beyond the normal course of work or how the effort achieved remarkable and unusual success.

5. The nominated individual or team demonstrated outstanding teamwork and interpersonal skills with all members involved in the process (i.e., technical persons, lab management, partners, and legal staff).

# **Nomination Procedure**

An announcement requesting nominations listing the criteria and eligibility for the award and establishing a deadline for submissions of nominations will be made annually. Nominations for the award may be made by any current DoD Laboratory or Program Director for any T2 effort which meets the eligibility and award criteria as described in sections II and III. The term “Laboratory Director and Program Director” is defined as the head of the laboratory or Component T2 Program Manager. Self-nominations are permissible as long as they are submitted through the DoD Laboratory Director or Program Director.

1. The nominations should be in the format described in the Submission Procedure Section VI, the Nomination Form, and the Supporting Narrative Information Form included in this package.
2. Submissions improperly completed or submitted after the deadline will not be accepted.
3. The nomination form is to be signed by the DoD Laboratory or Program Director.

*Assistance maybe available from TechLink to prepare nominations*. TechLink will also provide support for the Award Review Board as needed. To receive more information or contact a representative of TechLink, please e-mail them at awards@techlinkcenter.org.

# **Submission Procedure**

A complete submission will include an electronic copy of the nomination form either PDF or Word Document, PDF version of signed forms, and a PowerPoint version of the quad chart.

The completed nomination package is to be e-mailed to:

[osd.pentagon.ousd-r-e.mbx.dod-dlo-t2@mail.mil](mailto:osd.pentagon.ousd-r-e.mbx.dod-dlo-t2@mail.mil)

Nominations must be submitted by **5:00 pm ET August 28th, 2023; with the subject line, "FY 2023 Linsteadt Award Nomination for (nominee’s name)."**

# **Selection Procedure**

The DoD T2 Program Manager will convene the Award Review Board to evaluate and judge the nomination submissions.The Award Review Board will consist of T2 professionals representing the DoD Services, Agencies, and others designated by the DoD Laboratories Office. It may include Office of Research and Technology Applications (ORTA) representatives, Service/Agency program managers, technologists, attorneys, members serving on the Defense T2 Working Group, and others whose primary function is to promote and perform duties related to DoD T2

The Award Review Board will consider the information in the nominations received against the Award Criteria as set forth in the “Supporting Narrative Information Form.” To ensure the maximum value of the submission, awards criteria as outlined in Section VI Scoring Procedure should be substantively addressed. The awards submission should not exceed a total of five (5) pages. The Award Review Board will typically review nominations and submit the final award winner’s name to the DoD T2 Program Manager approximately 30 days from the receipt deadline.

# **Scoring Procedure**

The Award Review Board will evaluate and judge the nomination submissions based on the following criteria:

1. T2 Success

* Tell the story about the nominee(s) specific T2 effort within the previous six years.
* Identify the nominee(s), their role(s), the organization where the T2 effort originated, any other federal laboratories involved, and the non-laboratory partner(s) and their role(s).
* Give examples of continued performance or the top three examples of success from the T2 effort.

1. Nominee’s Personal Involvement and Impact on the Laboratory or Component in Support of T2

* Describe how the nominee has promoted and furthered the laboratory’s larger interests in the context of their T2 efforts.
* Explain how the nominee has used their T2 success as a learning opportunity for colleagues or as an opportunity to reach out to peers within the T2 community.
* Discuss the tangible and measurable returns the laboratory has seen as a result of the nominee’s efforts. These can be financial, new intellectual property, jobs created, or other metrics.
* Discuss any intangible returns the laboratory has seen as a result of the nominee’s efforts including positioning the laboratory as a leader within a particular field, community support, opportunities to promote the lab, or other hard to measure metrics.

1. Nominee’s Personal Involvement in Support of T2 and Impact on Industry.

* Describe the specific goals, objectives, and contributions of each nominee including key and essential roles in transferring the technology. Key and essential roles may include: gaining management and financial support; engagement with commercial partners; successful history of promoting the lab to local, state, or regional community; or successful history engaging with industry.
* Describe the T2 mechanism(s) used and any novel and/or creative applications of T2 tools.
* Discuss the innovation, outcomes, and impact the T2 action had on the private sector (partner, industry, academia, or nonprofit sector). Include any commendations the lab or the nominee received from the partner for a successful partnership.

1. Quad chart
   1. Background: A clear and concise statement of the T2 success.
   2. Photograph or Image: Depicts or highlights an element of the T2 success, could include a graphic showing metrics, a photograph of a product, or other image.
   3. Benefit to the Laboratory: A succinct overview of how the laboratory benefited from the T2 success.
   4. Impact to the Partner: Details the intangible and tangible results to industry as a result of the T2 success.

# **Recognition Mechanism**

1. The Director, Technology Transfer/ Commercial Partnerships, will present one (1) Linsteadt Award annually.
2. The winner or winning team will receive an official framed certificate of recognition and payment of one DoD T2 Training Workshop registration fee for the annual workshop held that year.

1. If a team wins the Award, each team member will receive a framed recognition certificate. The winning team will receive payment equal to one DoD T2 Training Workshop registration fee to be used at their discretion. While teams may be of any size, recognition will be limited to no more than the primary five (5) members, as determined by the Team Leader.
2. Additional follow on activities: a onetime attendance at the biennial DoD Laboratory Day at the Pentagon, and recognition by the Under Secretary of Defense and staff.

# **Award Ceremony**

The Laboratory or Program Director of the winner will be notified by an official letter from the Director, S&T Future. Included in the notification will be a reference to the payment of the registration fee for the upcoming DoD T2 Training Workshop in the year of the award. The ceremony and presentation of the award will take place at the annual DoD T2 Training Workshop.

# **Administration**

The responsibility for administering the Linsteadt Award will be held by OSD(R&E) T2/CP.

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**Department of Defense George Linsteadt Technology Transfer Achievement Award**

# **NOMINATION FORM**

In accordance with DoD Directive 5535.08, DoD has established an annual award known as “The Departmentof Defense George Linsteadt Technology Transfer Achievement Award.” The Award recognizes an individual or team that has demonstrated significant accomplishments and contributions to the DoD T2 Program within the last six (6) years. These outstanding efforts performed in support of T2 partnerships include technology commercialization and licensing of patented government inventions which also benefit DoD collaborations within the federal, state, and private sector.

All DoD professionals whose primary function is to promote and perform duties related to T2 are eligible to be nominated and are encouraged to seek nomination. The nominated individual or team should be responsible for outstanding and exemplary T2 activities featuring the application of one or more T2 tools, such as Cooperative Research and Development Agreements (CRADA), Partnership Intermediary Agreements (PIA), Education Partnership Agreements (EPA), Patent and License Agreements (PLA), Software License Agreements, or other T2 mechanisms. Examples can include, but are not limited to: support through outreach, tangible commercialization efforts, demonstrated leadership and teamwork, the use of T2 tools in a unique or novel manner, or making significant contributions/improvements to the process.

Check appropriate designation:

Individual Nomination: \_\_\_Team Nomination\*: \_\_\_

\*For Team nominations use a separate sheet for each team member. Label and attach all team member sheets together.

**Nominee’s Full Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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**Signature of Laboratory of Program Director:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Each completed nomination must include:**

1. A completed Nomination Form, (one page for individual or one for each team member, no smaller than Times New Roman, 12pt font), and
2. A completed Supporting Narrative Information Form, (no more than five pages total, no smaller than Times New Roman, 12pt font).
3. Electronic versions of all documents (PDF or Word Documents / PowerPoint Quad Chart) must be received by the deadline listed on the Call for Nominations Memorandum.

**Completed nomination forms must be emailed to:**

[osd.pentagon.ousd-r-e.mbx.dod-dlo-t2@mail.mil](mailto:osd.pentagon.ousd-r-e.mbx.dod-dlo-t2@mail.mil)

**Department of Defense George Linsteadt Technology Transfer Achievement Award**

# **SUPPORTING NARRATIVE INFORMATION FORM**

**Instructions:**

* Use a separate page for each item number below. Narrative should not exceed five (5) pages and should delineate which question the answer is being provided for. Clearly indicate the number and title of each section in the write-up.
* Nomination must be a Word Document or PDF sized to print on 8 ½-inch x 11-inch paper with 1-inch margins, double spaced with font no smaller than 12 points in Times New Roman. If this is a team award, each team member will need to complete a Supporting Narrative Information Form.
* The highest possible score is 100 points. Scoring will be done by evaluating description provided in the criteria subcategories as listed below. Include as many subcategories as possible to achieve the highest rated nomination attainable.
* An Award Review Board will be convened annually to evaluate and judge the nomination submissions. The Award Review Board will be composed of T2 professionals representing the DoD Services and Agencies designated by the DoD T2 Program Manager. It may include Office of Research and Technology Applications (ORTA) representatives, legal experts, members serving on the Defense T2 Working Group, and others whose primary function is to promote and perform duties related to DoD T2.

1. **T2 SUCCESS (25 Points):**

Describe and discuss:

* Tell the story about the nominee(s) specific T2 effort within the previous six years.
* Identify the nominee(s), their role(s), the organization where the T2 effort originated, any other federal laboratories involved, and the non-laboratory partner(s) and their role(s).
* Give examples of continued performance or the top three examples of success from the T2 effort.

1. **NOMINEE’S PERSONAL INVOLVEMENT AND IMPACT ON THE LABORATORY OR COMPONENT IN SUPPORT OF T2 (30 Points):**

Describe and discuss:

* Describe how the nominee has promoted and furthered the laboratory’s larger interests in the context of their T2 efforts.
* Explain how the nominee has used their T2 success as a learning opportunity for colleagues or as an opportunity to reach out to peers within the T2 community.
* Discuss the tangible and measurable returns the laboratory has seen as a result of the nominee’s efforts. These can be included financial returns, new intellectual property, jobs created, or other metrics.
* Discuss any intangible returns the laboratory has seen as a result of the nominee’s efforts including positioning the laboratory as a leader within a particular field, community support, opportunities to promote the lab, or other hard to measure metrics.

1. **NOMINEE’S PERSONAL INVOLVEMENT IN SUPPORT OF T2 AND IMPACT ON INDUSTRY (40 Points):**

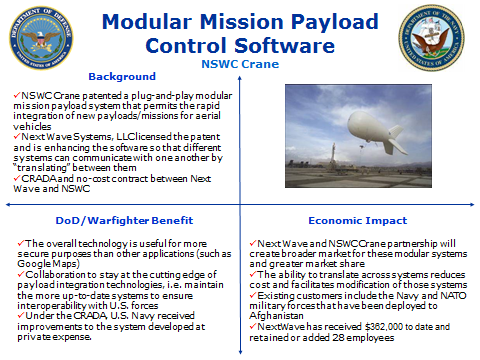
Describe and discuss:

* Describe the specific goals, objectives, and contributions of each nominee including key and essential roles in transferring the technology. Key and essential roles may include: gaining management and financial support; engagement with commercial partners; successful history of promoting the lab to local, state, or regional community; or successful history engaging with industry.
* Describe the T2 mechanism(s) used and any novel and/or creative applications of T2 tools.
* Discuss the innovation, outcomes, and impact the T2 action had on the private sector (partner, industry, academia, or nonprofit sector). Include any commendations the lab or the nominee received from the partner for a successful partnership.

1. **One Page Sample Quad of T2 Effort (5 points)**

* Background: A clear and concise statement of the T2 success.
* Photograph or Image: Depicts or highlights an element of the T2 success, could include a graphic showing metrics, a photograph of a product, or other image.
* Benefit to the Laboratory: A succinct overview of how the laboratory benefited from the T2 success.
* Impact to the Partner: Details the intangible and tangible results to industry as a result of the T2 success.

*Example: 2012 George Linsteadt T2 Achievement Award Winner*



**FOR THE NOMINATOR:**

**Nominator’s Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**DoD Organization Name and Address:**

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**Nominator’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FOR THE NOMINEE:**

I certify the accuracy of all factual information contained on the nomination form and the supporting narratives and give permission for the facts to be used for publication. If selected for the DoD George Linsteadt Technology Transfer Achievement Award, I will attend the awards ceremony at the T2 Integrated Planning Team Workshop.

**Nominee’s Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**