

## Sample NASA Honor Award (Individual) Nomination

### Award Title:

Exceptional Engineering Achievement Medal (EEAM)

**Medal Criteria:** This prestigious NASA medal is awarded to both Government and non-Government individuals for exceptional engineering contributions toward achievement of NASA's mission. This award may be given for individual efforts or application of engineering principles or methods that have resulted in a contribution of fundamental importance in this field, have significantly enhanced understanding of this field, or have significantly advanced the state of the practice as demonstrated by an application to aerospace systems. The criteria also includes the following:

1. Accomplishments are far above others in quality, scope, and impact. [Magnitude of accomplishments](#)
2. Accomplishments are explicit, significant, and demonstrate results. [Impact & Results](#)

Engineering contributions are typically characterized as being the design, development, and application of tools and systems, or significant process improvements.

### Name of Nominee:

Ms. Nominee

### Nominee's Organization/Mailing Address:

XYZ Center

### Group Representative:

N/A

### Group Name: (50 maximum characters)

N/A

### Nominator's Name and E-mail Address:

### Citation (to be printed on the certificate): (104 characters/spaces of 175 maximum)

For exceptional success in developing critical life support systems for the International Space Station.

### Justification: (3,274 characters/spaces of 3,500 maximum)

(Opening) ← Explains position and gives view of overall career accomplishments

Ms. Nominee has demonstrated exceptional achievement through the design, development, testing, verification and integration of critical six crew regenerative life support systems for International Space Station (ISS). The ISS was outfitted with major hardware upgrades in November 2008 (STS-126, Utilization Logistics Flight-2 [ULF-2] Mission) to increase the crew size from 3 to 6. The ISS Vehicle Hardware Projects Office, under the leadership of Ms. Nominee, managed these upgrades from initial concept, through the various design phases, test, verification, certification and finally through the integration of these components with the orbiting ISS. [Great opener explains the scope of accomplishments with enough background info.](#)

(Justification) ← Gives more detailed information on accomplishments with specific explanation of impact

The hardware consisted of two Water Recovery Racks (including a Urine Processor Assembly and the Water Processor Assembly), the Waste and Hygiene Compartment (the US toilet), the Total Organic Compound Analyzer (TOCA), two Crew Quarter racks, a Potable Water Dispenser, a refrigerator/freezer, and the Advanced Resistive Exercise Device (ARED). Ms. Nominee was faced with incredible challenges, including accelerated development schedules on critical projects (toilet, crew quarters, water dispenser, and TOCA) due to the ISS-126 mission being moved up from January 2009 to November 2008 and the delayed initiation of these projects due to budget priorities. These projects had less than 3 years from initiation to their launch. [←Shows Challenges!](#) The toilet required intense negotiations with the Russians for procurement and delivery of key components and was the first rack integrated into the Multi-Purpose logistics module (MPLM). The Potable Water Dispenser (ambient and hot water dispenser) was developed and integrated into Expedite the Processing of Experiments to the Space Station (EXPRESS) Rack 6 with the Microgravity Experiment Research Locker Incubator II (MERLIN) (refrigerator/freezer) and food warmers to make up a crew galley. The Crew Quarters (4 developed, only 2 flown on this mission) overcame significant manufacturing challenges on its way to assembly and test. The TOCA, a complex water analyzer used to determine the quality of the drinking water, worked through late technical issues and was flown up in Endeavour's middeck. NASA and contractor teams across the nation under the leadership of the ISS Vehicle Hardware Projects Office delivered all hardware to the Kennedy Space Center for integration into Endeavour for its critical mission. After docking to the ISS, the ULF-2 mission started with the integration of the two Water Recovery Racks. A prime objective of the mission was to integrate these racks into the ISS, activate and perform checkouts, integrate these with the on-orbit potable water bus, and take numerous water samples with TOCA from the potable water dispenser. These racks turn urine into drinking water. [The water demand on ISS required these systems be fully operational prior to committing to a crew size of 6. ←--Magnitude of accomplishments!](#)

(Closing remarks) ← Strong conclusion

Ms. Nominee's expertise in ISS vehicle systems as well as regenerative life support technologies made her instrumental

in the development and integration of the Water Processor Assembly, Urine Processor Assembly, Waste and Hygiene Compartment, and Total Organic Compound Analyzer. Ms. Nominee's unique skill set provided the continuity needed to take the engineering design concepts for these systems and turn them into critical flight hardware that is on-board ISS today. **Great closing remarks- shows nominee's skills and the ultimate end result.**

*Please note the following disclaimer: The nomination examples are for guidance and/or reference only. Use of any part of the documents is no guarantee of an approved honor award nomination.*