



MN CHAPTER OF NIGP - AWARD CRITERIA
***PROCUREMENT PROFESSIONAL OF THE YEAR ***
MANAGER OF THE YEAR

1. It is not a requirement that the Procurement Professional of the Year and the Purchasing Manager of the Year submissions originate from the NIGP Chapter or from a NIGP Chapter Member. A supervisor, co-worker, or person familiar with the NIGP Chapter Member can submit a nomination for the Procurement Professional of the Year and/or the Manager of the Year. An individual can also nominate themselves for one of the awards. The information submitted must reflect activity of no more than the previous two years.
2. In order to be nominated, the MN NIGP Member must:
 - A. Be an active dues paying member of the MN Chapter.
 - B. Have attended at least two chapter related functions in the previous twelve months.
 - C. Have been actively employed in public purchasing for the entire year in which the candidate is nominated.
3. The Board will evaluate each candidate with the point system; with a potential of obtaining a total of 100 points. Criteria reviewed to determine Procurement Professional of the Year and the Purchasing Manager of the Year include:

Criteria	Procurement Professional	Purchasing Manager
Contributions to purchasing	<i>Contributions to overall purchasing profession. (25)</i>	<i>Contributions to overall purchasing profession. (10)</i>
Contributions to professional development	<i>Takes opportunities to lead purchasing classes on state or local levels (10)</i>	<i>Contributions to professional development of own purchasing staff or mentorship of NIGP members (25)</i>
Contributions to the entity he or she serves	<i>Contributions to government agency served, and purchasing within organization; such as better practices, innovative ideas pertaining to own organization, working on difficult or complex projects(35)</i>	<i>Contributions to government agency served , i.e.) better practices, innovative ideas pertaining to own organization, leader in communications, education and smoothness of relations with departments which Purchasing assists. Furthermore communicating value of the Purchasing dept. to Admin, etc. (45)</i>
Contributions to the MN NIGP Chapter	<i>Contributions to MN chapter of NIGP,(i.e. served on Board, committees, active role in programs) (5)</i>	<i>Contributions to MN chapter of NIGP, (i.e. supported staff to become active chapter member, served on Board, committees, active participation roles in general programs) (10)</i>
Professional Certification	<i>Striving for/Attainment of Professional certification and ongoing education (25)</i>	<i>Striving for/Attainment of Professional certification and ongoing education (10)</i>
Contributions to National NIGP	BONUS	BONUS

For more information, please refer to the MN Chapter of NIGP website: www.mnnigp.org; contact anyone on the Board of Directors or contact the Nominations Committee Chairperson.