



DEPARTMENT OF DEFENSE
**SEXUAL ASSAULT PREVENTION
AND RESPONSE OFFICE**



SEXUAL ASSAULT PREVENTION INNOVATION AWARD

Submittals due July 31, 2017

Each October DoD SAPRO sponsors recognition for an individual (military or civilian), group, or unit from each Military Service, component, or organization, to include Reserve Officer Training Corps detachments, for their work to prevent sexual assault. Awards go to those who have contributed or developed an innovative sexual assault primary prevention program, policy, or practice on an installation, in a deployed environment, to a reserve component, or to a state (for National Guard Bureau personnel on Title 32 status).

Primary prevention refers to actions that are taken to prevent sexual assault before it occurs by addressing known risk and protective factors for perpetration and/or victimization, including engaging bystanders. As part of a comprehensive prevention strategy, primary prevention efforts can take the form of a program (e.g., healthy relationship curricula), local policy (e.g., alcohol policies), or practice (e.g., friends using an app to check in with each other when attending a bar/party). Stand-alone awareness-raising activities (e.g., Fun runs, obstacle courses, Walk-A-Mile, apps that only provide information) executed outside of a comprehensive prevention strategy are not considered sufficient to prevent sexual assault and, as such, are not in keeping with the intent of this award.

This award is intended to recognize those whose work has been particularly noteworthy and demonstrates an innovative approach for the primary prevention of sexual assault. Awards go to each of the following military components for a total of six awards:

1. Army
2. Navy
3. Marine Corps
4. Air Force
5. National Guard Bureau
6. Coast Guard

AWARDEE EXPECTATIONS

Submitting an award application indicates the awardee(s) agrees to provide photographs, videos, media material and/or sound recording to DoD SAPRO for general use with the press and to post on websites.

ELGIBILITY REQUIREMENTS

All awardees must meet the following eligibility requirements:

1. The military components listed above are the only entities that may submit the Sexual Assault Prevention Innovation nominees for the individual or group award.
2. Each military component may only nominate one individual or group.
3. DoD SAPRO accepts no anonymous nominations.
4. Awardees may be military or federal government civilians who have contributed to sexual assault primary prevention (may include investigators, chaplains, SARCs, VAs, other first responders, or Service members).

5. The award nominee must have been assigned to the organization to be recognized any time during the award period of July 1 of the prior year – June 30 of current award year.
6. If a nominee executes a permanent change of station (PCS) or is transferred, the military component or organization headquarters may still consider that nomination based on the award period.
7. Nominees cannot have a conviction, non-judicial punishment, or punitive administrative actions for sex-related offense. Do not submit nominations for individuals who have received disciplinary action in the two years preceding the award period. The nomination packet must include confirmation that command review was done of the nominee's personnel records and that none of these restrictions were found.
8. Military component nominees may not submit nominees who received the Exceptional Sexual Assault Response Coordinator or Sexual Assault Prevention Innovation awards within the previous award period.

SUBMISSION GUIDELINES

1. Service SAPR offices must submit final Service nominations electronically to DoD SAPRO (josephine.c.montoya.civ@mail.mil) no later than July 31 for the current award year.
2. Nomination packages should consider the following:
 - a. What has the nominee accomplished on behalf of service members, such as training or education of service members on sexual assault primary prevention? How or why were those accomplishments considered innovative?
 - b. How has the nominee's service or program affected that nominee's organization prevention efforts?
 - c. How has the nominee's work brought about innovation in the areas of primary prevention within the military environment?
 - d. Where did the innovative idea come from? (Used by civilian organization, adapted from another type of program, etc.)
 - e. The effort does NOT:
 1. Violate UCMJ or DoD policy;
 2. Contradict DoD's or SAPRO's strategic messaging;
 3. Violate victim or service member rights, to include rights of accused;
 4. Harm victims or service members; or
 5. Undermine the Chain of Command.
3. The emailed submission should include the following:
 - a. NAME: Nominee's full name, office, phone number and email address.
 - b. PHOTO: Digital (.jpg format) head and shoulder color photograph of nominee for public release.
 - c. NARRATIVE: Description of nominee's accomplishments warranting this recognition. The narrative should include details about the nominee's accomplishments and services in supporting prevention efforts relative to the submission. The narrative should be no longer than one single-spaced, 8.5" x 11" pages, 1" margin, and 12-point font. All acronyms must be spelled out and include the submitter's title, affiliation, email address and

mailing addresses. The narrative should address the topics identified in the section above (2a-d).

- d. BIOGRAPHY: Single-spaced biography (not to exceed one page).
- e. CITATION: Citation, not to exceed 12 lines, highlighting the nominee's accomplishments. Sample narrative is below:

Master Sergeant Jane Doe demonstrated exceptional innovative contribution to the Sexual Assault Prevention and Response Program for the 377th Air Base Wing, Kirtland AFB, New Mexico from July 1, 2016 through June 30, 2017. In her efforts to improve primary prevention of sexual assault, Master Sergeant Doe delivered an original program at First Term Airman Classes that substantively increased the preparation of airmen to detect and intervene in situations at risk to sexual assault. Her unique program motivated attendees to develop a script to use to intervene in a risky situation. Attendees then entered the script it into their cell phone. Follow up at six-months found that 20 percent of attendees had not only used their script in a risky situation, but nearly 50 percent shared it with a peer. This unparalleled leadership and initiative motivated greater bystander intervention in situations believed to be at risk for sexual assault by targeting individuals in a high-risk age demographic. Master Sergeant Doe's actions reflect great credit upon herself, the United States Air Force and the Department of Defense.

AWARD SUBMITTAL AND SELECTION PROCESS

1. Each Component sets its own schedule to receive and review submissions in order to select an award nominee(s).
2. The name(s) of the recommended award nominee(s) is (are) submitted to his/her respective Service SAPR office.
3. Service SAPR offices review the packages and ensure compliance with Section 1745 of Public Law 113-66, the National Defense Authorization Act (NDAA) for Fiscal Year 2014.
4. Award nomination packages must be submitted to OSD SAPRO by July 31.
5. SAPRO will review the nominations to ensure compliance with issued guidance and forward to Personnel and Readiness to review, approve, and sign citations.
6. Once the OSD review process is complete, SAPRO will notify the Service/Component and the Service/Component will notify the awardee of his/her selection.

POINT OF CONTACT

For Service specific guidance on submitting a nominee, contact your Service SAPR Office. For questions concerning these guidelines, contact Josephine Montoya (Phone: 571-372-2632 or Email: josephine.c.montoya.civ@mail.mil).