



GUILIO MAZZONE DISTINGUISHED SERVICE AWARD TASK FORCE 2019 CHARTER

The National Association of State Procurement Officials (NASPO) shall have a Mazzone Award Task Force with the structure, authority and duties described below.

STRATEGIC ALIGNMENT & AREA OF RESPONSIBILITY

The Mazzone Award Task Force shall work in support of NASPO's strategic plan goal 4: *Build an exceptional professional public procurement association.*

Specifically, the task force will recognize exemplary contributions to the public purchasing profession through the Guilio Mazzone Distinguished Service Award program.

COMPOSITION

The task force shall be comprised of previous Mazzone or Distinguished Service Award recipients. The task force is convened on an annual basis by the NASPO President.

LEADERSHIP

The chair shall be a previous Mazzone or Distinguished Service Award recipient appointed by the NASPO President.

2019 Chair: Monica Wilkes

BUDGET AUTHORITY

The task force shall have the authority to authorize expenditures related to its stated purpose up to the amount budgeted and approved by the NASPO Board of Directors.

MEETINGS

The task force shall meet by telephone as often as it determines is required to complete the selection process. The task force shall maintain written notes of meetings and provide reports to the Board of Directors as requested.

SPECIFIC DUTIES

The task force shall work within the approved budget, policies and general strategy established by the Board of Directors in performing these duties:

- Establish the appropriate timeline for award recipient selection.
- Identify candidates to be considered for the award.
- Establish a set of criteria against which to evaluate and select the award recipient.
- Determine whether or not to grant the award.
- Conduct a vote to determine the award recipient.
- Help develop commentary and visuals for the award presentation.
- Support the chair in presenting the award at the Annual Conference.
- Recommend ways to enhance the visibility and prestige of the award.