



## What is it?

The **IDEA** program is an Air Force sponsored initiative that allows all members an opportunity to improve the way we do business at Minot AFB.

Besides cutting waste and finding better ways to accomplish the mission, an **IDEA** may reap a financial award for the submitter.

## Who is eligible?

Anyone with access to a military computer may submit an **IDEA**; however, only active duty military and appropriated fund employees are eligible for cash awards.



## What is eligible?

To be eligible, an **IDEA** must:

- Be the submitter's own thought.
- Be submitted with the intent of being beneficial to the government.
- Outline a specific area of improvement, state a workable solution, and identify expected benefits.
- It may be within the submitter's job responsibility.

## How do I submit one?

The **IDEA** Program is just a click away!!! You can log on to the IDEA Program Data System (IPDS) at <https://ipds.randolph.af.mil> to create a profile and start sharing your suggestions for process improvement and resource savings. Refer to AFI 38-401 for complete details or contact the Minot AFB IDEA Program Manager for assistance.

## What is my award potential?

Individuals meeting eligibility criteria for monetary awards will be recognized for their approved ideas IAW the following award scale. And **IDEA** may have tangible or intangible benefits, or a combination of both; however, the total award may *not* exceed \$10,000.

Ideas determined to be outside of the submitter's job responsibility:

- Tangible savings: 15% of the first year's savings with a minimum of \$200 and a maximum of \$10,000.
- Intangible benefits: \$200

Ideas determined to be within the submitter's job responsibility:

- Tangible savings: 3% of the first year's savings (savings must be a minimum of \$20,000); minimum payout is \$600 with a maximum of \$10,000.
- Intangible benefits: Non-monetary award.