



GFOA's  
2008

Awards for  
Excellence in  
Government  
Finance

Application deadline: January 15, 2008

Application form and more information available on the GFOA's Web site: [www.gfoa.org/awards](http://www.gfoa.org/awards)  
Contact: Karen Utterback—312.977.9700 x 260; [AwardsforExcellence@gfoa.org](mailto:AwardsforExcellence@gfoa.org).



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# Awards for Excellence in Government Finance

## Frequently Asked Questions



### What Are the Awards for Excellence?

The GFOA Awards for Excellence recognize outstanding contributions and innovations in the field of government finance.

Within this program are two special recognition awards:

- **Small Government Awards** are given to organizations with fewer than 200 full-time employees.
- **The Louisville Award for Financial Innovation** is given to governments in recognition of an exceptional accomplishment that introduces a new concept or technique with enduring value to the government finance profession.

### Why Should I Enter?

Winning GFOA's Award for Excellence is an honor and is the highest level of professional acknowledgement within the public finance profession today. Winners also can be proud that their creativity and innovation serve as examples for other jurisdictions to follow, thus promoting best practices in government finance.

### Who Can Enter?

All GFOA members are eligible to participate in the Awards for Excellence program. Nonmembers may also submit entries, but their application must be sponsored by an active GFOA member.

### What Does it Cost?

There are no fees or charges associated with the Awards for Excellence program; however, winners must be present at the GFOA's annual conference to accept the award in person. The 2008 annual conference will be held in Fort Lauderdale, Florida, June 15 - 18, 2008.

### What Projects/Programs Are Eligible?

Any project/program that takes the practice of government finance to a higher level of excellence is appropriate for submission. Each application must specify the category and subcategory in which it will be judged. To help you determine which category and subcategory are most appropriate for your entry, we have provided descriptions for each at the end of these instructions. The bullet points under each category are intended to serve as examples only—they are not intended to be all-inclusive.

GFOA will review all applications to make sure that they are in the appropriate categories and subcategories. GFOA reserves the right to reassign submissions to a more appropriate category.

Previously submitted entries cannot be re-submitted.

### How Do I Submit an Application?

Complete the official Awards for Excellence application form available on the GFOA's Web site at [www.gfoa.org](http://www.gfoa.org) under "Award Programs." Please respond to all of the application questions, adding additional pages as needed.

Submit it electronically along with all documentation to: **AwardsforExcellence@gfoa.org**. If any supporting documentation is in hard copy only, please send five (5) copies along with a copy of your application to: Government Finance Officers Association, Awards for Excellence Program, 203 North LaSalle St., Suite 2700, Chicago, IL 60601-1210.

### When Is the Deadline?

Your application form and any supporting documentation must be submitted by **January 15, 2008**.

### How Are Entries Judged?

Applications are reviewed by a panel of experienced government finance professionals. Each panel member is assigned to review applications in a category in which he or she has expertise.

### What Criteria Are Used to Evaluate the Entries?

Applications are reviewed using standard evaluation criteria that include technical significance, transferability, documentation, originality, cost effectiveness, and finance officer involvement.

An Award for Excellence will not necessarily be awarded every year in each category and subcategory.

### What Do I Do If I Win?

Award winners will be notified on or around April 15, 2008. Winners must accept the award in person at the GFOA annual conference. Winning entries will be displayed at annual conference, providing an opportunity for other financial professionals to learn from the successes and innovations of their peers.

Winners also will be asked to write an article for GFOA's member magazine, *Government Finance Review*, and to prepare a one-page information sheet describing the winning entry to be displayed on GFOA's Web site.

## CATEGORIES

### **Accounting, Auditing, and Financial Reporting:**

- Financial and cost accounting
- Interim and annual financial reporting
- Internal control and financial auditing

### **Budgeting and Financial Planning:**

- Operating and capital budgeting
- Financial forecasting
- Multi-year budgeting
- Long-range financial planning
- Revenue and cost analysis
- Fiscal trend monitoring

### **Capital Finance and Debt Administration:**

- Capital financing techniques such as municipal bonds and lease-financing
- Debt planning, issuance, and control
- Creative uses of debt finance

### **Cash Management and Investing:**

- Public funds investing policies and practices
- Cash forecasting, monitoring, and control

### **Economic Development:**

- Projects that have been completed and show a positive demonstrated economic impact
- Economic development planning, policies, and procedures that provide groundwork for future economic development initiatives

### **E-Government and Technology:**

- Citizen portals and links to back-office systems
- Constituent relationship management (CRM)
- E-commerce/e-procurement
- Inter-jurisdictional cooperation on systems
- Data warehousing and business intelligence

### **ERP and Financial Systems:**

- Outstanding RFPs
- Technology for budgeting
- Innovative system procurement/contracting methods
- Implementation methodology
- Change management programs (e.g., training, end-user documentation)

### **Management and Service Delivery:**

- Innovative service delivery (e.g., privatization, vouchers, franchises)
- Purchasing, risk management, and grants administration
- Quality and productivity tools relevant to finance officers
- Performance measurement

### **Pensions and Benefits:**

- Retirement and health benefits and other employment and post-employment benefits, such as family leave, childcare, and wellness programs

## SUBCATEGORIES

**Policies and Procedures** includes financial and administrative policies and procedures governing state, provincial, and local finances or financial practices.

**Management and Policy Studies** includes publications, projects, and consulting studies describing new management tools and/or policy analysis methodologies.

**Communications and Reporting** includes publications, reports, or other media designed to improve the understanding or awareness of the finances and operations of the organization. Documents eligible for the Certificate of Achievement for Excellence in Financial Reporting, the Distinguished Budget Presentation Award, or the Popular Annual Financial Reporting Award are not eligible for the Awards for Excellence.

**Training and Technical Guides** includes any program or document designed to instruct or guide others in the implementation or use of financial systems, procedures, or techniques.

# GFOA's Award for Excellence in Government Finance

## Past Winners 2001 -2007

### 2007 AWARDS FOR EXCELLENCE

Accounting, Auditing, and Financial Reporting  
 Subcategory: Communications and Reporting  
 "Interactive Popular Reporting"  
 District of North Vancouver, British Columbia

E-Government and Technology  
 Subcategory: Other  
 "Assessment Review on the Web - AROW"  
 Nassau County, New York

Management and Services Delivery  
 Subcategory: Management and Policy Studies  
 "OakVideo"  
 Oakland County, Michigan

**2006 AWARDS FOR EXCELLENCE**  
*Budgeting and Financial Planning*  
 Subcategory: Policies and Procedures  
 "Long-Term Fiscal Plan"  
 City of Toronto, Ontario

*E-Government and Technology*  
 Subcategory: Communications and Reporting  
 "Electronic Information, Billing, and Collection Program"  
 Johnson County, Kansas Treasurer's Office

*Management and Service Delivery*  
 Subcategory: Policies and Procedures  
 "Integrating Sustainable Development into Business Decisions"  
 Manitoba Lotteries Corporation

*Management and Service Delivery*  
 Subcategory: Management and Policy Studies  
 "Our Accountabilities Plan: A Five-Star Plan for Excellence"  
 University of Missouri-Kansas City

*Pensions and Benefits*  
 Subcategory: Communications and Reporting  
 "Employee Compensation Report"  
 City of Laguna Hills, California

**2005 AWARDS FOR EXCELLENCE**  
*Accounting, Auditing, and Financial Reporting*  
 Subcategory: Communications and Reporting  
 "eCAPRIS -Project Reporting Information System"  
 City of Austin, Texas

*Management and Service Delivery*  
 Subcategory: Communications and Reporting  
 "CITISTAT - Improving Performance And Infusing Accountability In Municipal Government"  
 City of Baltimore, Maryland

*Management and Service Delivery*  
 "Insuring Our Future - Creating Districts Mutual To Serve The Wisconsin Technical College System"  
 Wisconsin Technical College System

*Pensions and Benefits*  
 "Managing Health Care In Montgomery, Ohio"  
 City of Montgomery, Ohio

*Pensions and Benefits*  
 Subcategory: Communications and Reporting  
 "Annual Statements"  
 Ohio Public Employees Deferred Compensation Program

*e-Government and Technology*  
 Subcategory: Communications and Reporting  
 "Vendor, Contract, And Payment Information Search Database"  
 City of Chicago, Illinois

**2004 AWARDS FOR EXCELLENCE**  
*Accounting, Auditing, and Financial Reporting*  
 Subcategory: Communications and Reporting  
 "The Bottom Line"  
 New Castle County Government Center

*Budgeting and Financial Reporting*  
 Subcategory: Communications and Reporting  
 "Capital Improvement Program (CIP) Database"  
 Williams Gateway Airport Authority

*Management and Service Delivery*  
 Subcategory: Policies and Procedures  
 "A-B-C's in Redefining Business Processes: Accountability in Financial Management "  
 University of Missouri-Kansas City

*Management and Service Delivery*  
 Subcategory: Communications and Reporting  
 "The Freshwater Freddie Ultimate Water Guide for Kids "  
 Western Carolina Regional Sewer Authority

**2003 AWARDS FOR EXCELLENCE**  
*Budgeting and Financial Reporting*  
 Subcategory: Communications and Reporting  
 "Budgeting for Excellence-Creating New Standards in Higher Education"  
 University of Missouri-Kansas City

*Capital Finance and Debt Administration*  
 Subcategory: Research  
 "Bond Insurance as a Form of Credit Enhancement in California's Municipal Bond Market"  
 California Debt and Investment Advisory Commission

*e-Government and Technology*  
 Subcategory: Communications and Reporting  
 "Citizen's Guide to the Metro Budget"  
 Nashville & Davidson County, Tennessee

**2002 AWARDS FOR EXCELLENCE**  
*Accounting, Auditing, and Financial Reporting*  
 Subcategory: Communications and Reporting  
 "Performance Measure Certification"  
 Maricopa County Internal Audit, Arizona

*Cash Management and Investing*  
 Subcategory: Training and Technical Guides  
 "Teaching through Investment Simulation"  
 Treasury of State, State of Ohio  
*Pensions and Benefits*  
 Subcategory: Policies and Procedures  
 "Workers' Compensation, Safety & Health Programs"  
 Lake Metroparks, Ohio

*Pensions and Benefits*  
 Subcategory: Communications and Reporting  
 "Pension Calculator/Purchase of Time"  
 Tacoma Employees' Retirement System

**2001 AWARDS FOR EXCELLENCE**  
*Budget & Financial Planning*  
 Subcategory: Policies & Procedures  
 "Tax Dividend Program"  
 City of Farmers Branch, TX

*Capital Finance & Debt Administration*  
 Subcategory: Training & Tech. Guides  
 "Local Government Bond School"  
 County of Henrico, VA

*Management and Service Delivery*  
 "Internet Interactive Websites for Utility Billing and Property"  
 City of Richardson, TX

*Technology*  
 Subcategory: Policies and Procedures  
 "Paperless Real Estate Transaction"  
 Broward County, FL

**2001 LOUISVILLE AWARD**  
*Management & Service Delivery*  
 Subcategory: Policies and Procedures  
 "Uniform Accounting Network"  
 State of Ohio - Auditors

*Technology*  
 Subcategory: Policies and Procedures  
 "BidOhio"  
 State of Ohio - Treasury



# *Awards for Excellence in Government Finance*

## **2008 APPLICATION**

This application form must be completed and returned along with your entry in electronic form by **January 15, 2008**, to [awardsforexcellence@gfoa.org](mailto:awardsforexcellence@gfoa.org). If any supplemental supporting materials are not in electronic form, please send five (5) copies along with a copy of this application to GFOA, Awards for Excellence Program, 203 North LaSalle Street, Suite 2700, Chicago, IL, 60601.

Title of Entry: \_\_\_\_\_

**Category (Select only one):**

- Accounting, Auditing, and Financial Reporting
- Budgeting and Financial Planning
- Cash Management and Investing
- Capital Financing and Debt Administration
- Economic Development
- E-Government and Technology
- ERP and Financial Systems
- Management and Service Delivery
- Pensions and Benefits

**Subcategory (Select only one):**

- Policies and Procedures
- Management and Policy Studies
- Communications and Reporting
- Training and Technical Guides
- Other

Name of government submitting entry: \_\_\_\_\_

Population served \_\_\_\_\_ Number of employees \_\_\_\_\_

Name of person submitting entry: \_\_\_\_\_

Title of person submitting entry: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

If the person submitting the entry is not an active member of GFOA, an active member must sponsor the entry. If applicable, provide sponsor information below.

Name of sponsor: \_\_\_\_\_

Title: \_\_\_\_\_

Government: \_\_\_\_\_ Telephone: \_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_

Please provide simple and direct answers to each of the questions below. If necessary, use additional pages.

A Local Significance and Value (Background)

1. Please give a brief general description of the project or program being submitted.
2. Describe the local events and/or problems that led to the undertaking of this project/program.
3. Describe the role the finance office/finance officers played in this project/program.
4. How much time did each participant devote to this program/project? Were outside consultants engaged?

B Technical Significance

1. What financial concepts, standards, or techniques are displayed or advanced by this entry? Why is this important to the public finance profession?

C Transferability

1. How can this project/program be adapted for use by other organizations? Who else might benefit by its adoption? Would significant modifications be required for implementation?

D Documentation

1. What documentation describes the entry (e.g., reports, forms, memoranda, software, audio-visual materials, etc.)? All materials must be provided, preferably in electronic format.

E Cost/Benefit

1. Quantify the total resources (money and time) devoted to this project/program and identify the value added (tangible and/or intangible) as a result of its undertaking.

F Complexity

1. Describe the complexity of the project/program. How much training and technical skill is required for employees to make use of this solution?

G Originality, Creativity, and Innovation

1. To your knowledge, is this the first time this type of project/program has been implemented by a government entity? If not, identify previous work in this area and explain the uniqueness of your approach.

H Other Distinguishing Features (Optional)

1. Highlight any other noteworthy features about your project/program.