



Awards for Excellence in Government Finance



2006 APPLICATION FORM

This application form must be completed and returned to GFOA, Awards for Excellence Program, 203 North LaSalle Street, Suite 2700, Chicago, IL, 60601. Please send five (5) copies of the official entry and application form. All entries must be postmarked by December 16, 2005.

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
- E-Government and Technology
- Economic Development
- 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. Who participated, and how much time did each participant devote to this program/project? Were outside consultants engaged?

B Technical Significance

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

C Transferability

- I. 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

- I. What documentation describes the entry (e.g., reports, forms, memoranda, software, audio-visual materials, etc.)? All materials must be enclosed.

E Cost/Benefit

- I. 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

- I. 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

- I. 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)

I. Use the space below to highlight any other noteworthy features about your project/program.