Distinguished Budget Presentation Awards Program

What is the Budget Awards Program? The Government Finance Officers Association’s (GFOA) Distinguished Budget Presentation Awards Program (Budget Awards Program) has encouraged and recognized exemplary budgeting practices among governmental entities in the United States and Canada since 1984. Nearly 1,400 governments participate in the program each year. Participants include state and local governments of all types (general purpose and special purpose) and sizes. The focus of the program is on the presentation of the budget document.

What are the benefits of the program? Users of the budget documents will have access to a high quality report promoting better communication to citizens and other stakeholders. Credit rating agencies and other interested parties may view the award as a positive factor in decision making. Also, as budget documents evolve, participation helps to ensure that your document keeps up with the latest trends.

It’s easy to participate! Once the budget document is prepared, submit it along with a completed application. The normal submission deadline is three months following the date the budget was submitted to or approved by the governing body. Requests for extensions beyond the deadline may be made by e-mailing budgetawards@gfoa.org.

How does the program work? Governments that participate in the Distinguished Budget Presentation Awards Program will have a grade assigned to elements of their budget document that reflect 27 program criteria (and four overall criteria) and receive a list of specific comments and suggestions for improvement. Reviews are conducted by individuals experienced in governmental budgeting. All reviews are combined and a final vote is determined. If a government’s budget document wins the award, it will receive public recognition of its achievement, along with a plaque and a press release. Public recognition includes having the name of the government appear on a list of award-winning reports maintained on the GFOA’s website. Moreover, first-time award winners will be announced in the GFOA e-Newsletter.

Which governments qualify to participate in the program? Any state or local government located in the United States or Canada, including, in certain circumstances, funds and departments of governments, may participate in the Budget Awards Program.

If you have any questions, please e-mail budgetawards@gfoa.org.

Go to www.gfoa.org to download an application and for additional information on how to apply.

See reverse side for information on volunteer reviewer opportunities.
Volunteer to Serve as a Reviewer

If you have experience in governmental budgeting, you are invited to become a volunteer reviewer for the Budget Awards Program.

**What are the benefits of serving as a volunteer reviewer?**

Volunteer reviewers can:

- Be at the forefront of the most recent trends in budget documents for state and local governments,
- Get exposure to a variety of report formats from around the country,
- Access a practical way of providing training and development for junior staff without an incremental cost,
- Gain insight into how to improve their own budget document, and
- Achieve professional recognition.

**How much time does it take to serve as a reviewer?**

Reviewers enjoy considerable flexibility regarding the number and types of budget documents they wish to review. No more than one budget is assigned to each reviewer in a given month, and reviewers designate the months they are able to participate. A review should only take a couple of hours and can be returned electronically. GFOA staff is available during normal business hours to answer questions you may have during the review process.

**What are the requirements for serving as a reviewer?**

Individuals with at least one year of budget experience are invited to join in the review process. You are encouraged to use your time as a reviewer as a tool for professional development and educational purposes.

If you have any questions, please e-mail budgetawards@gfoa.org.

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Go to [www.gfoa.org](http://www.gfoa.org) for information on GFOA membership, products, services, and GFOA’s other awards programs:

- Awards for Excellence in Government Finance
- Canadian Award for Financial Reporting
- Certificate of Achievement for Excellence in Financial Reporting
- Popular Annual Financial Reporting Award

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