

## **Judges Scoring Checklist**

### **1. Contextual Principles** – How well does the nomination:

- Exemplify best practices –  
*Best practice is an idea that asserts that there is a technique, method, process, activity, incentive or reward that is more effective at delivering a particular outcome than any other technique, method, process, etc. The idea is that with proper processes, checks, and testing, a desired outcome can be delivered with fewer problems and unforeseen complications. Best practices can also be defined as the most efficient (least amount of effort) and effective (best results) way of accomplishing a task, based on repeatable procedures that have proven themselves over time for large numbers of people.*  
- from [http://en.wikipedia.org/wiki/Best\\_Practices](http://en.wikipedia.org/wiki/Best_Practices)
- Support the public policy goals of state leaders
- Represent an innovative use of existing technology or a use of new technology
- Assist government officials to efficiently execute their duties
- Provide cost-effective service to citizens
- Transfer to other agencies or units of government

[ \_\_\_ points granted out of **10** points available = **20% of final score**]

### **2. Section C - Business Problem & Solution**

- Have they clearly defined the business problem that was addressed?
- Have they described the solution to the problem?
- Have they discussed why this initiative was the best solution?
- Does the write-up include the length of time that the project has been in operation?
- Has the project accomplished its original objectives and been in operation for at least 6 months?
- Outsourced projects or business processes will be considered as long as the initiative is defined, managed and controlled by the state. Please be sure to fully explain this relationship in your submission.
- To what extent is the state responsible for oversight of the project?
- To what extent is the state responsible for outcomes of the project?
- Have they described their project management approach?
- Have they included details about a communications plan to educate users and/or promote awareness and adoption?
- Have they included a brief narrative on the solutions architecture?
- Have they included a brief description of efforts to insure accessibility and information security?

[ \_\_\_ points granted out of **10** points available = **20% of final score**]

### **3. Section D - Significance of the Project**

- Does the write-up address how the project has improved government operations?
- Does the write-up address the innovation of the approach, and support the innovation comparatively?
- Does the project address NASCIO priorities?

- Has the nomination described the beneficiaries of the project?
- Has the nomination described the impact of the project on both the nominating agency and the beneficiaries?
- Was the scope clearly defined and demonstrated?

[ \_\_\_ points granted out of **10** points available = **20% of final score**]

4. Section E - ***Benefit of the Project***

- Were the benefits fully described and clearly demonstrated?
- Do the benefits impact multiple stakeholders? (i.e. service recipients, taxpayers, agencies or the state)
- Have they demonstrated a measurable operational benefit?
- How much of the benefits described are actual versus anticipated?
- Have they included documentation of tangible fiscal outcomes from this project? (i.e. realized return on investment, short-term/long-term payback or cost avoidance data)
- Have they included details about less tangible, qualitative outcomes from this project? (i.e. increased employee morale, quality improvements, better training opportunities, etc.)

[ \_\_\_ points granted out of **10** points available = **40% of final score**]

Final Score = \_\_\_\_ out of 100%