

NASCIO 2010 Recognition Awards Overview

Notes from the 3/30 All-States Call



Key Dates and Deadlines

- Nominations will be accepted through **Wednesday, June 2** at midnight in your local time zone and must be submitted online at www.NASCIO.org/awards.
- Three Award Finalists in each category will be announced in mid-August. All nominations are posted to NASCIO's Recognition Awards Archive as best practices examples – see www.nascio.org/awards/archive.cfm for past years' nominations.
- Then, at the Annual Conference in Miami, Florida on September 27, one of those three projects will be announced as the award recipient and will be honored during the State Dinner.

What's New for 2010

- We are very excited that there are **three new award categories** for 2010. Although a few of last year's categories have been replaced, in each case those aspects has been included in another category.
 - The new **Risk Management Initiatives** combines the 2009 categories of Business Continuity/Disaster Recovery and Information Security & Privacy.
 - Nominations which would have fit into the 2009 category *IT Project and Portfolio Management* should now be submitted under Enterprise IT Management Initiatives.
 - These changes make room for two brand new topics – **Improving State Operations** and **Open Government Initiatives**. The Awards Committee selected these new categories to reflect emerging areas where many states are beginning to focus their energies.
 - Visit www.NASCIO.org/awards for a complete overview of the 2010 Recognition Award Categories.
- The website also includes a wide range of helpful materials many of which have been refreshed for 2010.
 - The Awards Committee has developed **expanded category descriptions** to help you determine which category is the best fit for your initiative.
 - You'll find **bulleted lists** which outline any specific requirements that should be addressed in your nomination as well as lists of examples topics.
 - Below each description you will also find **links to past recipients** in that category. These connect directly to the previous years' nominations so you can review them for inspiration.
- The overall submission format has not changed this year, but the Awards Committee has **updated the instructions** to make them easier to understand.

- There are still **5 required elements** for every nomination, and the **maximum length remains 7 pages**. That is:
 - ✓ 1 stand-alone Title Page
 - ✓ 1 page for the Executive Summary
 - ✓ Plus, up to 5 pages for the detailed write-up of your project including the Business Problem and Solution, the Significance of the Project and the Benefits of the Project.
- As in previous years, the project must be in full production a minimum of 6 months for a nomination to be eligible. To clarify – this means that the project must be in full production by no later than **December 1, 2009**.
- As you write your nomination, we would like you to reflect on the 6 months of benefits **between December 1** and when the nomination is due on **June 2**. Of course, if your project was operational sooner than December 1, you can include those earlier benefits as well.

Project Eligibility Reminders

- ***Nominations will only be accepted from state and territory members.*** NASCIO is requesting that any corporate member companies or non-profit organizations that would like to submit a nomination work with the state CIO's office to coordinate their submission.
- One of the main reasons for that request is ***only one nomination per category will be accepted from each state.***
- ***Each project may be submitted in only one award category,*** and initiatives that have previously received a NASCIO Recognition Award are not eligible. However, previous award finalists or honorable mention recipients will be considered.
- NASCIO Recognition Awards focus on state best practices. ***Initiatives that are regional or national in scope are not eligible for consideration.***
- Don't forget - all nominations must follow the prescribed format. In addition to the 5 required elements, this also means using the standard ***Arial 12 point font***, and ensuring that margins on the documents are not smaller than 1 inch.

Resources for Nominators – These items are all posted at www.NASCIO.org/awards.

- ***Template for Nominations*** - provides a series of questions to aid you in drafting your submission, guidance on formatting requirements, and an example submission.
- ***Judges Scoring Checklist*** - outlines the topics that will be evaluated under each section and the corresponding percentage of the score each makes up.
- ***Compliance Checklist*** - lists all of the critical elements required for each nomination and the project eligibility considerations. Nominations that do not follow ALL of these guidelines may not be considered.

- The ***Recognition Awards Archive*** is a great resource as well. You can search all of the previous years' nominations by keyword to find ideas to augment your own nomination.
- Additional copies of the ***Call for Nominations Brochure*** are available. It is posted online, but if you would like extra hard copies to share with others in your state, please email Dianne Adams at dadams@amrms.com.

Questions

- If you have any questions as you complete the nomination process, please feel free to contact Dianne Adams at NASCIO Headquarters. She can be reached at dadams@amrms.com or (859) 514-9167.
- Submissions will be accepted until midnight in your local time zone on **June 2, 2010**. However, keep in mind that ***NASCIO staff will only be available to answer questions until 5:00 pm ET.***