



33rd Annual Conference
Austin, Texas
May 23 - 27, 2010

Taking Your Administration to a Great State
Merit Award
Application and Criteria

Completed applications must be received by: March 15, 2010

We are requesting all applications be submitted electronically.

Send completed application electronically to: Jenny Acker at jennifer.acker@wisconsin.gov.

Criteria:

1. Any innovative changes in your office that have been implemented which allow the office to continue or increase its efficiency; or
2. Any technology innovation that improved the efficiency of the office, service to the customer or otherwise benefited the office.
3. Innovations submitted can include process/practice improvements, operational efficiencies, internal management procedures, fiscal management or work flow.
4. Only those innovations that have not been previously selected for recognition and which are presently in operation may be nominated (projects which are planned or currently under development are not eligible).
5. Application must be accompanied by a detailed description of the innovation and must demonstrate how it has enhanced your office. Award recipients will be given time at the 2010 IACA Conference to present their innovation.
6. While specific content of the submission is not mandated, application should include: an introduction, description, results of implementation, benefits (cost, production, or customer service), and lessons learned.

Jurisdiction: _____

Submitted by: _____

Date Submitted: _____

Description of the Innovation:

Results of Implementation:

Benefits of the Project:

Lessons Learned:

Awards will be presented at the 2010 IACA Conference.

Award recipients should be prepared to give a brief presentation about the development, implementation, and benefits of the innovation.