

TEMPLATE FOR SUBMISSION**PLEASE COMPLETE THE TEMPLATE BY FILLING IN THE FORM FIELDS**

Project Name:

Organisation:

Project Leader:

Contact Person:

Contact Phone:

Project Completion:

Your submission must be no more than 10 pages.

Unlike previous Excellence Awards, supporting evidence should not be provided (and will not be accepted) at the nomination stage of the process. Further detail on your nomination, including supporting material/evidence, may be sought if your organisation is invited by the judges to proceed to the next phase of the awards.

Organisations going forward to the next phase of the awards will be invited to do so in early March 2010 with final submissions closing on **31 March 2010**.

SECTION 1**BRIEF PROJECT DESCRIPTION**

Please provide a TWENTY-WORD STATEMENT that briefly describes your project or initiative. If your project is selected as a finalist, this description will be used in any information about or promotion of the awards, including on the website.



SECTION 2

OUTCOME STATEMENT

Please provide an Executive Summary of your project/initiative. Drawing on the results of your nominated project/initiative, in one page please briefly describe the project; the needs that gave rise to it, what it achieved, the outcomes that have been achieved, the planned future directions, and how it meets the spirit of the excellence awards.

SECTION 3

PROJECT DESCRIPTION

Please provide a detailed description of your project or initiative. The information should provide the answers to all the questions listed below and provide the judges with a clear understanding of your project/initiative and why it should be considered for a Public Sector Excellence Award.

WHAT WAS IT?

Product or service that your project created or to which it related

WHY DID YOU DO IT?

Purpose or goal

WHY IS IT IMPORTANT?

Opportunity, problem or issue being addressed

WHO DID IT?

Project team, work unit, key people

WHO ELSE WAS INVOLVED?

Stakeholders, target groups, client groups, partners

WHAT DID YOU DO AND WHY? Methodology; planning; governance; consultation; implementation - people, technology, financial and other resources; issues management; monitoring and evaluation

WAS IT SUCCESSFUL?

Results, measures, impact, feedback, evidence

WHY WAS IT SUCCESSFUL?

Critical success factors, feedback

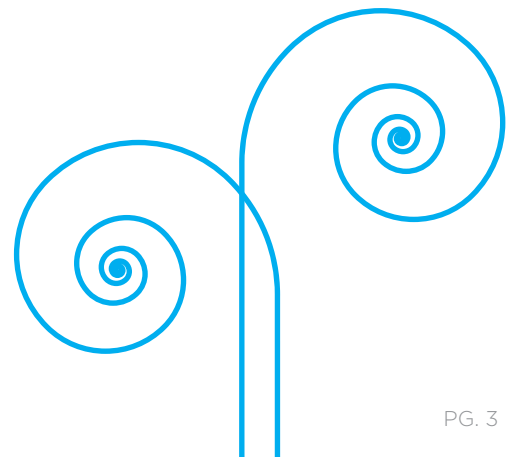
WHAT DID YOU LEARN?

Earnings during the project, from the project; what to do differently next time

PROJECT NAME _____

PAGES 8, 9 AND 10 ARE BLANK IF YOU NEED MORE SPACE TO ANSWER A QUESTION

PG. 3



SECTION 4

ASSESSMENT CRITERIA

Explain how your project meets each of the criteria.

AWARD SPECIFIC CRITERIA

Select the Criteria relevant to the Award category for which the project is nominated and delete all other criteria.

Please detail how your project meets the intent and criteria of your selected category.

ASSESSMENT CRITERIA (select one)

Improving Public Value through Business Transformation

Sponsored by the Treasury

The Treasury Award for Excellence in Improving Public Value through Business Transformation recognises the significant fiscal challenge that the Government now faces and seeks to acknowledge some of the people who have responded to the call for “smarter, better public services for less.”

The best of these organisations or individual projects will have thought creatively about different ways of delivering services or carrying out their business. By challenging the accepted or ‘tried and tested’ methods they will have transformed some aspect of their business in order to deliver better services to New Zealanders at a significantly lower cost.

Criteria: The extent to which the project or organisation:

- has actively investigated different, creative ways of thinking about the way in which it delivers its services or carries out its business
- implements innovative ways of carrying out some aspect(s) of its business
- is ultimately employing innovative methods to deliver better services to New Zealanders at a significantly lower cost

Working Together for Better Services

Sponsored by Russell McVeagh

The Russell McVeagh Award for Excellence in Working Together for Better Services recognises outstanding performance and achievement of joint outcomes and other shared accountabilities across clusters of agencies. Projects recognised under this award will enhance government’s engagement with communities and the delivery of accessible and responsive services to New Zealanders, and the diversity of ethnic and social groups in our communities.

Criteria: The extent to which project or organisation:

- demonstrates joint outcomes and other shared accountabilities across clusters of agencies
- enhances government’s engagement with communities and citizens
- demonstrates the delivery of accessible and responsive services to New Zealanders
- delivers accessible and responsive services to the diversity of ethnic and social groups in our communities

Crown - Māori Relationships

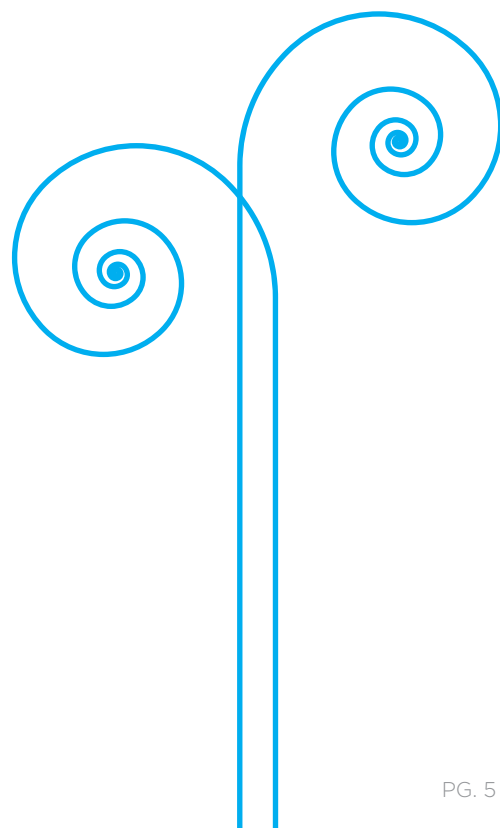
Sponsored by Te Puni Kōkiri

The Te Puni Kōkiri Award for Excellence in Crown - Māori relationships recognises the complex and diverse range of relationships between Māori and the Government. The best of these relationships provide the conduit through which Māori can contribute to policy and planning processes in the areas that affect them, and also ensure that government can meet its own objectives and outcomes.

Each Crown - Māori relationship is unique, and should recognise the complexity and diversity of the parties to the relationship. Excellence in the category of Crown - Māori Relationships may be demonstrated through an example of a good relationship between an agency and a specific Māori group, or demonstrated through the agency’s relationships with Māori generally.

Criteria: The extent to which the organisation’s relationship or relationships with Māori demonstrate:

- commitment to the relationship with Māori, undertaken in good faith and with good intent
- generating a high degree of trust and goodwill from Māori toward the organisation
- achieving a reciprocal relationship, with each party seeking to understand the viewpoint, circumstances, capability and operating environment of the other, and an ability to compromise when required
- employing staff with the requisite experience, skill and empathy to work with the organisation’s Māori stakeholders, and encouraging staff in their responsiveness to Māori
- evaluating the organisation’s performance in its relationships with Māori and providing an avenue for disagreement and complaint



Networked Government

Sponsored by Microsoft

The Microsoft Award for Excellence in Networked Government recognises outstanding performance and achievement in the use of information and communications technologies and networks in the daily business of government, and improvements in the integration of government information, business processes and service delivery. Entrants will demonstrate the application of the principle of 'no wrong door' for any New Zealander accessing government services.

Criteria: The extent to which the project or organisation:

- demonstrates the smart and cost-effective use of networks and information and communication technology to achieve government outcomes
- demonstrates improvement in the integration of information, service delivery and government processes across agencies to ensure that the organisation is responsive, and citizen-centric
- demonstrates the principle of 'no wrong door' – that is any New Zealander accessing government services will be referred appropriately to the organisation best able to address their concerns
- demonstrates access to service anywhere, anytime and any channel

Public Sector Communications

Sponsored by Talent2

The Talent2 Award for Excellence in Public Sector Communications recognises the design and delivery of innovative public sector communications strategies that have significantly increased public awareness of a government objective. This may be a public information campaign, a public engagement strategy, or the communication of a specific initiative, change of policy, legislation or regulation, and may be in a variety of mediums.

Criteria: The extent to which the strategy and/or campaign demonstrates that the entry

- has clearly defined objectives and measurable outcomes
- is based on sound rationale and clearly linked to organisational objectives
- uses innovative and relevant methods to communicate to the target audience
- achieved its stated objectives / outcomes

Improving Performance through Leadership Excellence

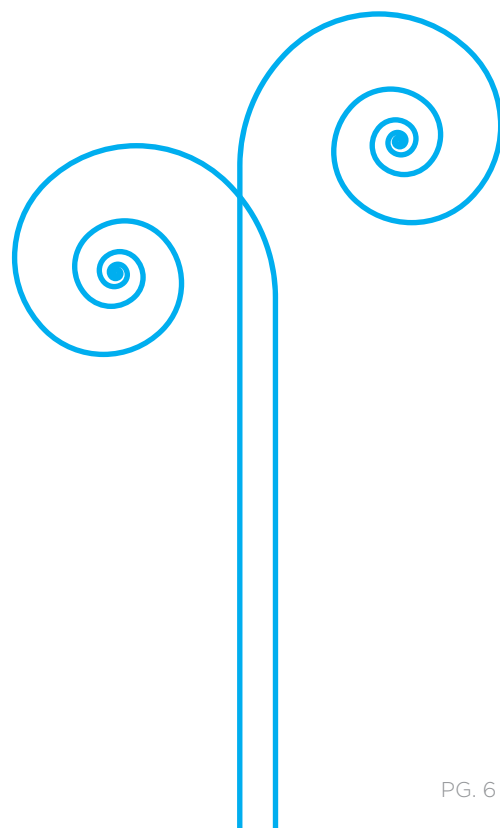
Sponsored by the State Services Commission and the Leadership Development Centre

Research shows that effective leader-led development can boost the performance of rising leaders by as much as 27%. There is a cascade effect for these leader-led "rising stars" – their direct reports show an increase in their discretionary effort at work as well as an increased likelihood of promotion.

Leaders who are effective at developing other leaders also demonstrate a far superior business management capability and a greater ability to get business results. The Award for Improving Performance through Leadership Excellence will recognise leaders who are "walking the talk" in identifying and developing high potential individuals in their organisation and providing opportunities for development in the public sector.

Criteria: The extent to which the agency's organisational development project or programme demonstrates that:

- the chief executive is actively leading the identification and development of high potential talent
- other managers are also engaged and participating in talent identification and development
- staff are exposed to experiential development opportunities both within and outside of their agency
- the chief executive and other senior managers are providing quality experiential development opportunities to people from other agencies
- the chief executive is recognised for their contribution to leadership development beyond their own agency
- human resources systems and processes are in place to support identification and development of high potential talent



EXCELLENCE CRITERIA

Please explain how your project meets the Excellence Criteria, and why it is worthy of an Award. The projects in each award category are evaluated against the following criteria for excellence:



Vision

- Demonstrates visionary leadership
- Demonstrates a commitment to openness and accountability
- Presents an aspirational role model for the wider public sector through professionalism and achievement

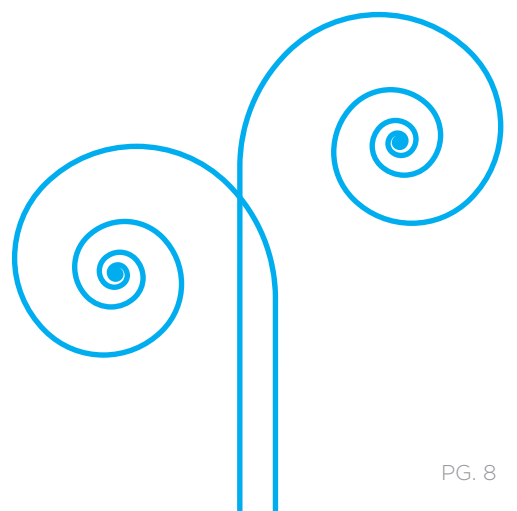
Innovation

- Demonstrates innovative approaches through research, creative concepts, new technologies or new policy development
- Demonstrates cutting edge technology and systems integration, or innovative business model development`
- Evidence of focus on durable solutions, and performance or service enhancements

Results

- Demonstrates an improvement in organisational performance in terms of productivity, and/or the quality of services provided
- Demonstrates positive and effective impact on the quality of service to clients and communities
- Demonstrates positive and effective impact on New Zealanders' participation in and satisfaction with the processes of government and the public service

PROJECT NAME _____





PROJECT NAME _____

