



Excellence
In Government



AWARDS 2020

Do you know creative, dedicated public employees who deserve greater recognition for their accomplishments? Do you know citizens who have worked to significantly improve local government? You can honor them with a nomination for a BGR Excellence in Government Award.

The Awards

The **Lifetime Achievement Award** recognizes sustained performance over a career in public service. Nominees with a minimum of 15 years of public employment are eligible. BGR will present up to two Lifetime Achievement Awards, with cash awards of \$1,000 each.

The **Merit Award** recognizes outstanding performance by public sector employees. BGR will present up to four Merit Awards, with cash awards of \$500 each.

The **Innovation Award** recognizes employees who have used innovative solutions to address pressing problems. BGR will present up to three Innovation Awards, with cash awards of \$1,000 each.

The **Citizenship Award** recognizes a private citizen who has worked to improve the quality of government. BGR will present one Citizenship Award.

DEADLINE FOR NOMINATIONS: FEBRUARY 14, 2020

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BUREAU OF GOVERNMENTAL RESEARCH

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www.bgr.org

Who is Eligible?

A nominee for the Innovation, Merit or Lifetime Achievement Award must:

- Be an individual public employee or group of public employees (classified, unclassified or appointed). Elected officials are not eligible.
- Work full- or part-time, but not as a consultant or independent contractor.
- Work for a state or local governmental entity in the New Orleans metropolitan area. (Employees of non-profit organizations, other than schools chartered by the state or a local school board, are not eligible.)

A nominee for the Citizenship Award must be a private citizen in the New Orleans metropolitan area who has not served in the public sector during the previous five years as an elected official, public employee, paid consultant or contractor. Individuals who have served on BGR's Board of Directors within the past 10 years are not eligible.

In addition, for the Merit and Innovation Awards, the nominee's accomplishment(s) must have occurred between January 1, 2018, and December 31, 2019. This requirement does not apply to the Lifetime Achievement Award or the Citizenship Award.

To Nominate Someone

Complete the form on the following pages. Be sure to include your written responses to the questions in Section II as an attachment to the completed nomination form. Incomplete nominations will not be considered. Do not include videos, photographs or other materials.

Deliver the nomination form by email, mail, or hand deliver by **February 14, 2020**:

BGR Excellence in Government Awards 2020
1055 St. Charles Ave., Ste. 200
New Orleans, LA 70130
Email: bgrevents@bgr.org

Honoree Selection & Notification

BGR will acknowledge receipt of each nomination and notify nominators of the selection committee's decision. BGR will also notify honorees of their selection.

Awards Presentation

BGR will present the awards at a luncheon. Each nominator will receive an invitation to the awards presentation regardless of whether his or her nominee is selected as an honoree.

BGR

The Bureau of Governmental Research is a private, nonprofit, independent research organization dedicated to informed public policy making and the effective use of public resources for the improvement of government in the New Orleans metropolitan area. Visit us at www.bgr.org.

For questions regarding the BGR Excellence in Government Awards 2020, please contact Marci Schramm, at bgrevents@bgr.org or (504) 525-4152 x108.

NOMINATION FORM

BGR Excellence in Government Awards 2020

Please type or print legibly.

Section I. NOMINEE

Individual Nominee or Group Nominee Contact

If nominating a group, indicate contact person or group leader here. List the other group members in the space provided at the end of the form.

Name: _____

Title: _____

Parish/Municipality: _____

Department/Agency/Organization (if applicable): _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

E-mail: _____

Indicate Award Category: Lifetime Achievement Merit Innovation Citizenship

Select more than one only if you wish to enter the nominee in multiple categories.

Section II. NOMINEE'S ACCOMPLISHMENTS

Detailed responses addressing the specific questions asked give BGR's review committee a clearer understanding of your nominee's accomplishments. If you selected more than one award category, please answer the questions for each category selected. Using no more than three pages, please provide the information requested for the designated award category. Please be as specific as possible. Insufficient information can cause the committee to overlook strong nominees.

Lifetime Achievement Award

1. State the nominee's hire date.
2. Describe the role of the agencies or departments for which the nominee has worked. Describe the nominee's duties at each agency or department. For a nominee who has worked in a public school, discuss the school's mission and the student population served.
3. Describe the nominee's accomplishments during his/her career. For each accomplishment, be sure to include the dates, the challenges the nominee faced, and measurable and verifiable evidence of the results achieved (e.g., financial performance, operational improvement, student performance).
Specifically discuss:
 - a) How did the nominee increase public satisfaction with products or services delivered to the public?
 - b) How did the nominee increase timeliness, quality or quantity of products or services delivered to the public?
 - c) How did the nominee help the agency or department to reach or exceed its goals?
 - d) Describe specific instances in which the nominee's efforts and performance went above and beyond the expected job requirements.
4. Describe why you think the nominee is exceptional.

Section II. NOMINEE'S ACCOMPLISHMENTS (continued)

Merit Award (for Outstanding Performance)

1. Describe the role of the agency or department for which the nominee works. Describe the nominee's duties. For a nominee who has worked in a public school, discuss the school's mission and the student population served.

2. Describe the nominee's outstanding performance and accomplishments during the eligibility period. Be sure to include measurable and verifiable evidence of the results achieved (e.g., financial performance, operational improvement, student performance).

Specifically discuss:

- a) How did the nominee prevent, through foresight and early intervention, a significant problem or expenditure from occurring?
- b) How did the nominee increase public satisfaction with products or services delivered to the public?
- c) How did the nominee increase the timeliness, quality or quantity of products or services delivered to the public?
- d) How did the nominee help the agency or department to reach or exceed its goals?
- e) How did the nominee's efforts and performance go above and beyond the expected job requirements?

3. Describe why you think the nominee is exceptional.

Innovation Award

1. Describe the role of the agency or department for which the nominee works. Describe the nominee's duties. For a nominee who has worked in a public school, discuss the school's mission and the student population served.

2. Describe the problem that the nominee solved or the service that the nominee improved. Explain how it was solved or improved. Be sure to include measurable and verifiable evidence of the results achieved (e.g., financial performance, operational improvement, student performance).

Specifically discuss:

- a) What was the significance of the problem that existed before the nominee's idea was implemented?
- b) How did the nominee develop and implement an innovative solution to the problem?
- c) How did the nominee increase the timeliness, quality or quantity of products or services delivered to the public?
- d) To what extent did the nominee take risks that challenged established practices?

3. Describe why you think the nominee is exceptional.

Citizenship Award

1. Describe the public policy problems that the nominee worked to solve or the public services that the nominee worked to improve.

Specifically discuss:

- a) Describe the importance of the problem or service to good governance or government efficiency.
- b) How did the nominee exhibit exceptional volunteerism in his or her efforts?
- c) How did the nominee's efforts lead to improved public service or better governance?
- d) Describe any specific improvement or reform that was directly attributable to the nominee's efforts.

2. Describe why you think the nominee is an exceptional citizen.

Section III. NOMINATOR

Name: _____
Title: _____
Parish/Municipality: _____
Department/Agency/Other: _____
Mailing Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____
Relationship to Nominee: _____

Section IV. REFERENCES

Reference 1

Name: _____ Title: _____
Department/Agency/Other: _____
Mailing Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____
Relationship to Nominee: _____

Reference 2

Name: _____ Title: _____
Department/Agency/Other: _____
Mailing Address: _____
City/State/Zip: _____
Phone: _____ Fax: _____
E-mail: _____
Relationship to Nominee: _____

Section V. GROUP MEMBERS

If you are nominating a group, list the names and titles of all group members (except the contact person or group leader). If the group has more than 6 members, please continue the list on a separate sheet of paper.

Name: _____
Title: _____

Name: _____
Title: _____

Name: _____
Title: _____

Name: _____
Title: _____

Name: _____
Title: _____

Name: _____
Title: _____