MEMBERSHIP ACHIEVEMENT AWARD APPLICATION

Public Entity: _________________________________________________________________

Your Name: _________________________________________________________________

Title: _________________________________________________________________

Please provide simple and direct answers to each question. Provide specific data (budget, number of people, hours, etc.) where appropriate. If necessary, use additional pages.

1. Provide a brief general description of the product or program being submitted.

2. Describe the local problem or circumstances that led to the development of this product/program.

3. Who participated, and how much time did each participant devote to developing this product/program? Were outside consultants used?

4. Significance: Explain why this entry is important in the public sector. What concepts, standards or techniques are displayed or advanced?
5. Transferability: Describe how this product/program can be adapted for use by other organizations. What other types of entities could benefit from this program? Would significant modification be required for implementation?

6. Cost/Benefit: How much did the project/program cost? Be sure to include time invested. Identify the value added (both tangible and intangible) as a result of its undertaking. Quantify this value when possible.

7. Originality/Innovation: What makes your approach unique?

8. Optional: Use this space to highlight any other noteworthy features about the program/product.

Submit your original application and supporting material to:

Tom Wolff, Claim Manager
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