

# 2011 NSAA Awards Program

NSAA invites you to participate in the **2011 NSAA Awards Program**, which recognizes outstanding performance audit report(s) and special project(s) from the past two years. Award winners will be recognized at the NSAA Annual Conference in Williamsburg, Virginia, June 15-17, 2011.

## CRITERIA

**Performance Audit Award(s)** will be presented for the best performance audit report(s) in two categories based on number of audit hours spent on the audit. The “small” category includes audits of less than 2,000 audit hours. The “large” category includes audits of 2,000 or more audit hours. Criteria for the Performance Audit Award(s) for both categories are:

- Scope and potential for significant impact
- Persuasiveness of conclusions
- Focus of the recommendations on effective and efficient government
- Clarity and conciseness of communication style
- Innovation
- Usefulness to customer
- Action produced

**Special Project Award(s)** will be presented for the best, most innovative non-audit report(s) or other product(s) created by an audit shop. Criteria for the Special Project Award(s) are:

- Major service impact and/or significant financial outcome
- Usefulness to customer
- Unique objective or subject matter
- Progressive, forward-thinking perspective
- Innovative process
- Creative presentation
- Success of project or action produced

## RULES FOR THE PROGRAM

- Only NSAA members may participate.
- Judges and their audit shops are ineligible for an award in the particular category they are judging.
- Only audit reports issued and special projects completed during calendar years 2009 and 2010 will be accepted. The report/project must have been issued/completed by December 31, 2010.
- Reports submitted by organizations that did not win a 2010 award may be resubmitted in 2011 only if additional impact or outcomes occurred since the prior submission. Such information must be included in an updated entry for the 2011 awards process.
- Each organization is limited to **one** submission for each award type (large performance audit, small performance audit and special project).
- Entries must be received by **5:00 p.m. EST on Friday, February 25, 2011**. Late entries will not be accepted.
- At the discretion of the judges, multiple awards may be given in each category.
- The NSAA Excellence in Accountability Awards Committee will coordinate judging of the entries. A panel of judges will consist of NSAA principals or their designees who have not submitted an entry in the category they are judging. The judges will determine the scoring methodology. Decisions made by the judges are final.
- Winners will be announced at the NSAA annual conference in June 2011, and will be invited to present their winning entry during the conference.

- Each award winner will be presented with a plaque, press release, and a letter signed by the NSAA president to the appropriate officials as determined by the award winners.

## **SUBMISSION INSTRUCTIONS**

- Each entry must include the following:
  - Completed entry form.
  - A write-up (maximum of 2 pages) identifying the report/project performed and the result.
  - A copy of the formal report or project.
  - Additional information such as copies of newspaper articles, legislation or policy changes that resulted from the report or project. If the submitting office has additional materials (e.g., video of a news item) that it would like the judges to consider, **five (5)** copies of the CD or DVD must be received by Sherri Rowland at NSAA (see address below) prior to the submission deadline.
- It is solely the submitter's responsibility to ensure that all materials are received by Sherri Rowland prior to the submission deadline.
- **To be considered for an award, all documents must be submitted electronically in PDF format. Note: Links to documents on a website will not be accepted.**
- **PDF documents must not be protected in any manner that would prevent printing or require a password to access the documents. Protected documents will be disqualified.**
- The entry must be submitted in unprotected PDF format only to Sherri Rowland at [srowland@nasact.org](mailto:srowland@nasact.org) and received no later than **5:00 p.m. EST on Friday, February 25, 2011**. Submissions received after the deadline will not be accepted. You will receive a confirmation e-mail that lists the documents contained in the submission. If you have not received confirmation within two business days, please contact Sherri directly at (859) 276-1147. The submitting office is solely responsible to ensure receipt of the submission.

### **Send supplemental materials (CDs or DVDs) to:**

Sherri Rowland  
Association Director  
449 Lewis Hargett Circle, Suite 290  
Lexington, KY 40503  
[srowland@nasact.org](mailto:srowland@nasact.org)