

# 2018 NSAA Awards Program

NSAA invites you to participate in the **2018 NSAA Awards Program**, which recognizes outstanding performance audit report(s), forensic report(s), and special project(s) from the past two years. Award winners will be recognized at the NSAA Annual Conference in Biloxi, Mississippi, June 13-15, 2018.

## CRITERIA

**Performance Audit Awards** will be presented for the best performance audit report(s) designated “small” and “large” based on number of audit hours spent on the audit. The “small” and “large” designation will be made by the NSAA Excellence in Accountability Awards Committee for each submission based on the relative size (number of audit hours) of each submission to all submissions received. Criteria for the Performance Audit Award(s) category, 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

**Forensic Report Award(s)** will be presented for the forensic report that best describes the complexity of the engagement, its outcomes, and recommendations to prevent the matter from arising again. Criteria for the Forensic Report Award(s) are:

- Methodology used to uncover and investigate the issue
- Significance of the matter on entity's services and the financial outcome
- Usefulness of the forensic report to law enforcement and the management of government
- Focus of the recommendations on addressing and preventing the issue in the future
- Clarity and conciseness of communication style
- Unique outcomes or other changes
- Results of the engagement

**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 reports issued and special projects completed during calendar years 2016 and 2017 will be accepted. The report/project must have been issued/completed by December 31, 2017.
- Reports submitted by organizations that did not win a 2017 award may be resubmitted in 2018 only if additional impact or outcomes occurred since the prior submission. Such information must be included in an updated entry for the 2018 awards process.

- Each organization is limited to **one** submission for each award category (performance audit, forensic report, and special project).
- Entries must be received by **5:00 p.m. EST on Friday, February 23, 2018**. 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 Committee will determine the scoring methodology. Decisions made by the judges are final.
- Winners will be announced at the NSAA annual conference in June 2018, and will be invited to present their winning entry during the conference.
- Each award winner will be presented with a plaque and be recognized on NASACT's website and in NASACT's *Weekly News Update*.

## 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. For the Special Projects Award, this requirement may be waived by the Committee if the submission is for a project that does not result in the creation of a report or document, such as technology related tools and projects. In such a case, the organization should make arrangements to provide the Committee with appropriate access to view or review the project.
  - Additional information such as copies of newspaper articles, legislation or policy changes that resulted from the report or project. Additional materials too large to email (e.g., video of a news item) should be submitted on a CD/DVD/thumb drive. **Six (6)** copies of the CD/DVD/thumb drive 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. Links to documents on a website will not be accepted. (See exception above for materials too large to email, and certain Special Projects subject to committee approval.)**
- **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 23, 2018**. 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/DVDs/thumb drives) to:

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