

Judges' Scoring Checklist

1. Contextual Principles

How well does the nomination:

- Align with the category in which it was nominated
- Exemplify best practices
- Support the public policy goals of state leaders
- Represent an innovative use of existing technology or a use of new technology
- Assist government officials to efficiently execute their duties
- Provide cost-effective service to citizens
- Serve as a model for other agencies or units of government

[___ points granted out of 10 points available = 20% of final score]

2. Section 3 - Business Problem & Solution

- Is the business problem clearly addressed?
- Is the solution to the problem described?
- Why is this initiative the best solution?
- Has the project accomplished its original objectives and been in operation for at least six months (Fast Track Solutions do not need to be in operation for six months)?
- Outsourced projects or business processes will be considered as long as the initiative is defined, managed and controlled by the state.
- To what extent is the state responsible for oversight of the project?
- To what extent is the state responsible for outcomes of the project?
- Is the project management approach described?
- Is the communication plan to educate users and/or promote awareness and adoption detailed?
- Is there a description of the solutions architecture?
- Is there a description of efforts to ensure accessibility and information security?

[___ points granted out of 10 points available = 20% of final score]

3. Section 4 - Significance of the Project

- Does the write-up address how the project has improved government operations?
- Does the write-up address the innovation of the approach?
- Does the project address State CIO Priorities?
- Has the nomination described the beneficiaries of the project?
- Has the nomination described the impact of the project on both the nominating agency and the beneficiaries?
- Was the scope clearly defined and demonstrated?

[___ points granted out of 10 points available = 20% of final score]

4. Section 5 - Benefit of the Project

- Were the benefits fully described and clearly demonstrated?
- Do the benefits impact multiple stakeholders?
(i.e. service recipients, taxpayers, agencies or the state)
- Is there a measurable operational benefit?
- How many of the benefits described are actual versus anticipated?
- Have they included documentation of tangible fiscal outcomes from this project?
(i.e. realized return on investment, short-term/long-term payback or cost avoidance data)
- Have they included details about less tangible, qualitative outcomes from this project?
(i.e. increased employee morale, quality improvements, better training opportunities, etc.)

[___ points granted out of 10 points available = 40% of final score]

Final Score = ____ out of 100%