2016 All Africa Public Sector Innovation Awards

Submission Form

PLEASE USE SEPARATE SHEETS

1. Project Overview:
   a. Why was the project started? (Maximum 100 words)
   b. How many years has the project been in operation? (Maximum 100 words)
   c. What does the project aim to achieve? (Maximum 100 words)
   d. What service delivery problems does the project solve? (Maximum 100 words)

2. Innovation:
   a. What is the innovation or what is innovative about the project? (Maximum 100 words)
   b. Is this original or an adaptation? Explain (Maximum 200 words)

3. Impact:
   a. What are the highlights/achievements of the project in reference to service delivery? (Maximum 500 words)
   b. Provide evidence of improvements in the quality of services delivered through this project. Quantify where possible e.g. increased number of beneficiaries. (Maximum 500 words)

4. Sustainability:
   a. How is the project being sustained and replicated? (Maximum 200 words)
   b. How do you ensure the continued existence of the project? (Maximum 300 words)

5. Replicability:
   a. Describe how your initiative can be or is being replicated/adapted elsewhere? (Maximum 300 words)

6. Challenges and Lessons:
   a. What challenges were experienced during the implementation of the project and how were they overcome? (Maximum 300 words)
   b. What are the key lessons that can be shared with others? (Maximum 300 words)

7. Please provide a summary of the project (as you would like it to appear in a finalist publication and citation for the awards ceremony).
   a. Project overview (Maximum 100 words)
   b. What is the innovation (Maximum 150 words)

8. Certification of project:
   I, ___________________________________________ (surname & title) confirm that the information provided in this document is accurate and has been approved by ___________________________________________ (full name & title).

9. Signatures of Applicants:
   I/we agree to adhere by the rules of the All Africa Public Sector Innovation Awards.
   Name: ___________________________ Name: ___________________________
   Signature: ___________________________ Signature: ___________________________
   Date: ___________________________ Date: ___________________________

CLOSING DATE: 7 October 2016!
Criteria for Selection

Eligibility
- The project must originate or have been significantly developed within Africa.
- The project must provide direct benefits to the citizens in their own country, region or across African.
- The Awards are open to individuals or units in government departments, parastatals and public-private partnerships.
- The project must operate within the public sector and must be in existence for at least one year.

Benefit of entering the All Africa Public Sector Innovation Awards

All finalists will be invited to attend the Awards ceremony where a grand prize will be awarded to each of the winners of the three categories. Part of the grand prize is assistance in the public and marketing of a case study that showcases each winning project. Showcasing will take place in continental and where possible, international publications that profile public service and public administration.

All category winners will receive a trophy. The runners-up will be awarded a certificate that reflects the recognition of the success of the project.

Submission Guidelines and Rules

A project may only be entered for one category.
- Submission should be stapled rather than bound.
- Submissions must be in English, Portuguese, French or Arabic.
- The submission form must be filled in correctly and with as much information and details as possible.
- Hand written submissions are not encouraged, in cases where this unavoidable writing should be legible.
- Submissions can be posted, hand delivered, and e-mailed to the contact details below.
- No supporting material or documents are necessary at application stage. The adjudicators will require these at the verification stage.
- Samples (videos, publications, CDs/DVDs, etc.) will not be returned.
- Prizes are not transferable.
- The adjudicators and their associates will not enter into discussion or correspondence on the submissions or their decisions.
- The information provided in the submission form and during the verification process is legally binding.
- The AU or Secretariat will not bear any of the costs relating to submissions, including postage and attendance of the awards ceremony.

Ineligible Projects

- Previous winners are not allowed to enter the same project.
- Large projects with a budget of more than US$20 million cannot enter.
- Incomplete submissions will not be considered.

Adjudication Process

- A panel of nominated adjudicators will judge submissions.
- The adjudicators’ decisions are final and no correspondence will be entered into.
- Where necessary, project managers will be contacted for a verification process through email, telephone interview, face-to-face interview and/or site visits.
- The adjudicators retain the right to move a submission to a category they deem to be more appropriate.

Impact

- Demonstrate tangible improvements in the quality of services delivered to target groups and demonstrate levels of customer satisfaction with the service(s).
- Further demonstrate significant positive impact, either within the originating organisation, within the sector, amongst the general public, within the country or Africa as a whole.

Sustainability

- The project must be fully implemented, operational and must demonstrate its ability to survive and prosper into the future.
1. Awards will be presented in the following three categories:

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- The project must provide direct benefits to the citizens in their own country, region or across African.
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Innovative Service Delivery Institutions

- A project should involve creative partnerships that have resulted in better than anticipated outcomes for the project.
- Improve internal efficiency within the public sector.

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