

2016 Florida Excellence Best Practices Award

Application & Presentation Guidelines

Florida Excellence Awards is seeking Florida's most innovative customer, workforce and organizational best practices. The top 5 submissions within each of the three categories will be invited to present at the 2016 Florida Excellence Best Practices Conference. Winners will receive their award on stage at the Florida Excellence Awards banquet dinner in Orlando.

Applications must be received by March 1, 2016 and include a \$100 application fee. Responses to the award criteria is limited to 3 pages, emailed as a pdf document. Award winners will be notified by March 15. Questions about the application and presentation requirements of the award winners - email us at: support@floridaexcellence.org.

Best Practices Award Category Descriptions

Customer	Workforce	Organizational
Examples may include identifying, building relationships, and improving customer satisfaction and engagement results.	Examples may include hiring and retaining, diversity and culture, learning and development, and satisfaction and engagement results.	Examples may include leadership, strategic planning, process improvement, or adaptation of technology that resulted in improvement.

Best Practices Award Application Response Criteria

Category 1: Performance Improvement Project Selection (25 points)

- 1.1 Describe the project and why it was selected.
- 1.2 Describe how the project supports your organizations goals or key measures.
- 1.3 Explain how team members were selected and managed.

Category 2: Identifying Performance Improvement Opportunities (25 points)

- 2.1 Describe the methods used to identify potential improvement opportunities.
- 2.2 Describe how the team identify the final improvement opportunities.
- 2.3 Describe the improvement opportunity.

Category 3: Identifying Project Solution(s) (25 points)

- 3.1 Describe the methods used to identify the possible solutions to the opportunity.
- 3.2 Describe how the final solution(s) were determined.
- 3.3 Describe the final solutions.

Category 4: Solution(s) Implementation and Results (25 points)

- 4.1 Describe how the solutions were implemented and communicated.
- 4.2 Describe the results from the solutions implemented.
- 4.3 Describe lessons learned.

Winning Presentation Requirements

- Selected winners agree to present at the conference and attend awards banquet dinner.
- Presentations must include a minimum of 4 and a maximum of 8 team members.
- All presenters receive discount conference registration.
- Winners will be showcased on the Florida Excellence web site and conference handouts.

www.FloridaExcellence.org

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Application of Intent Form

Please complete the following fields when submitting your written application for the 2016 Florida Excellence Best Practices Award. Please email both this application and your responses to the award criteria to: support@FloridaExcellence.org.

Submission of the \$100 award application fee can be paid either by check or credit card. To schedule a time to process your credit card, please email us at support@FloridaExcellence.org. Payment of the application of intent does not need to be received by the March 1, 2016 deadline. Checks should be mailed to the following address:

Florida Excellence Award
5020 Clark Road
Suite 503
Sarasota, Florida 34233

Organization Information

Organization Name:	
Address 1:	
Address 2:	
City, State & Zip Code	

Primary Contact Information

Full Name:	
Title:	
Office Phone:	
Cell Phone:	
Email:	

Project Information

Project Title:			
Project Category:	Customer	Workforce	Organization

List Team Members (Min of 4 team members and maximum of 8) who will present.

1.		5.	
2.		6.	
3.		7.	
4.		8.	