(Please print or type)

| | |
|---|---|
| Title of Entry: | |
| Name of Chapter: | |
| Person Submitting Entry: | |

(Must be a PRIMA chapter president and a national PRIMA member)

| | | | |
|---|---|---|---|
| Title: | | | |
| Entity: | | | |
| Address: | | | |
| City: | | State & Zip: | |
| Email: | | Phone: | |
| Number of Chapter Members: | | | |

*I hereby grant PRIMA permission to reproduce and distribute the documents related to my entry and/or upload them to the PRIMA Cybrary.*

☐ Yes          ☐ No          ☐ Yes (will only allow portions of document)

**Chapter President Name:** _____     **Date:** _____

**Chapter President Signature:** _____

**Chapter President Membership Number:** _____

**Completed application deadline is <u>March 1, 2023</u>**

**Applicant Name:** _____

Please provide simple and direct answers to each requirement.  Provide specific data (budget, number of people, hours, etc.) where appropriate.  Use separate blank sheets of paper as needed.

**General description:**  Provide a brief description of the chapter's product/program/service submitted for recognition.

**Local problem or circumstance(s)**: Describe what led to the development of this product, or  program or service offering.

**Development:** Indicate the length of time it took the chapter to develop this product/program. Were outside consultants used? If so, how long did it take them to complete the project(s)?

## Entries are to be rated in accordance with each of the four (4) criteria as follows:

1. *Significance:* Explain why this entry is important to public sector risk management.  What concepts, standards or techniques did your entry display or advance and contribute?

2. *Transferability*: Describe how this product, program or service offering could be adapted for use by other chapters and organizations. What other types of entities could benefit from this program?  Would significant modifications be required for implementation?

3. *Cost/Benefit*: How much did the project cost? Please include the length of time. Identify the value  (both tangible and intangible) of undertaking the chapter project/program. If possible, please quantify  the value.

4. *Originality/Innovation:* Describe what makes your approach different from others.

   *Optional:* Highlight any other noteworthy features about the program, product or service offering.

   *Please check the word(s) corresponding to the attached documentation:*

   ☐ Forms          ☐ Manual          ☐ Articles
   ☐ Report         ☐ Newsletter      ☐ Video
   ☐ Poster         ☐ Press Clipping  ☐ Other
   ☐ No documentation submitted

Send your application, nomination letter, and/or any testimonials to PRIMA.  They can also be CDs DVDs, flash drives or videos.  **Incomplete** applications will not be accepted. Email application to pgerard@primacentral.org.
Mail your entry to:

**2023 PRIMA Chapter Recognition Award
700 S. Washington St., Suite 218
Alexandria, VA 22314-4291**

**Completed application deadline is <u>March 1, 2023</u>**