

# AWARD APPLICATION

## 2021-22 Innovation and Performance Awards



Application Deadline  
5:00 p.m., Monday, November 1, 2021

Awards Ceremony  
Monday, March 28, 2022

Contact the Commission  
E-Mail: [FinanceAdvisoryCommittee@culvercity.org](mailto:FinanceAdvisoryCommittee@culvercity.org)

Application Number:

(Commission Use Only)

**Please download a separate application for each project submitted.**

*For best results, write simply and concisely using facts.*

### I PROJECT TITLE

Name of project:

### II EXECUTIVE SUMMARY

What challenges or opportunities were faced, what did you do, and what were the results?

If you submitted this project before, when?

### III CONTACT INFORMATION

Department	Division	
Division		
Coordinator	E-mail	Phone
Project manager	E-mail	Phone
Department head	E-mail	Phone

#### IIIa PARTNER CONTACT INFORMATION (If Applicable)

Department	Division	
Division		
Coordinator	E-mail	Phone
Project manager	E-mail	Phone
Department head	E-mail	Phone

#### IIIb PARTNER CONTACT INFORMATION (If Applicable)

Department	Division	
Division		
Coordinator	E-mail	Phone
Project manager	E-mail	Phone
Department head	E-mail	Phone

Project Title:

#### **IV REASON FOR PROJECT**

What were the particular challenges and/or opportunities that led to the project?

#### **V PROJECT SOLUTION**

What was the project timeline? How was the project managed and staffed? What were some of the other options and why was this solution chosen? What actions did you take? What resources did you need? What new challenges arose and how were they managed? Are other project phases contemplated? What makes this project distinctive? What lessons were learned?

Project Title:

## VI PROJECTS OUTCOMES AND BENEFITS

### Quality, Productivity, and Service

Was quality of service or quality of life improved for the public? In what ways?

Was productivity, efficiency, or service improved within the department, City, or with other agencies? In what ways?

### Financial

How much did the project cost? Describe any ongoing costs in the next 3-5 years.

Detail any savings from costs eliminated or not incurred? How much will likely be saved in the next 3-5?

How much was saved in other ways? How much will likely be saved from in other ways in the next 3-5 years?

If revenue was (or is being) generated, how much? How much will likely be generated in the next 3-5 years?

### Innovation

Were there any new techniques, software, or products created; or other inventions?

What aspects of this project could be used by other departments?

Were new collaborations formed?

In what other ways was the project innovative?

### Other Outcomes and Benefits

What other outcomes or benefits did the project have?

Project Title:

**VII PROJECT TEAM MEMBER LIST**

	Last Name	First Name	Department//Division	Title	E-Mail	Tel. No.
1						
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*Attach additional sheets/information if necessary.*