

National Legislative Program Evaluation Society
2020 Excellence in Research Methods Award

SUBMISSION FORM

Report Title: _____

Release Date: _____

State: _____

Office: _____

Contact Person*: _____

Phone Number: _____

Email Address: _____

*Note: The results of the judging will be officially communicated to the designated Contact Person on this form. Communication to other individuals will not be made.

Under which methodology category/categories is the application being submitted?	Check all that apply
Exceptional breadth, depth, and scope of fieldwork—successful application of a methodology that, while maintaining efficiency, takes the evaluation or audit to a more comprehensive level.	
Innovative or unusual applications of established methodologies—successful application of established qualitative or quantitative techniques in new areas or ways.	
Technical difficulty and sophistication—appropriate and successful use of advanced statistical techniques or software to efficiently and effectively address issues covered in an evaluation or audit.	

One-Paragraph Summary/Abstract of the Nominated Report:

Submission Instructions

Each office may submit only one evaluation or audit report for consideration. Any office that wins the award in a given year is not permitted to apply for the award in the following year.

Submissions must include the following:

- A completed submission form.
- A copy of the nominated evaluation/audit report (final release date during calendar year 2019).
- A narrative of no more than four (4) pages describing how the evaluation/audit report meets the selection criteria. If the report does not contain a detailed description of the evaluation methodology, you may submit any additional documentation necessary to explain the analysis as an appendix.

Please note:

- Submissions involving contracted work must demonstrate that the office's staff were integrally involved in all aspects of the evaluation/audit, including selecting, developing, and applying the evaluation/audit methodology, and participating in making decisions involving the analysis of data and the findings contained in the evaluation/audit report.
- All applicants are responsible for submitting all documentation and materials to be considered by the submission deadline. Judges will not follow-up to obtain additional materials nor will additional materials be considered after the submission deadline.
- All documents must be submitted electronically (links to documents on a website will not be accepted).
- Documentation too large to email (e.g., video of a news report) should be discussed with the lead judge to determine a suitable method for submission.
- PDF documents must not be protected in any manner that would prevent printing or require a password to access the documents.

Please email your entry (including additional documents) to **each** of the judges by the submission deadline of **May 8, 2020**. Submissions received after the deadline will not be accepted. Applicants are encouraged to confirm with each judge via a **separate** email that their entry was received.