



CSI-Nihilent e-Governance Awards 2008-09

Recognizing e-Government Initiatives in India



Nomination General Guidelines

Visit www.csinihilent-egovernanceawards.org

Presented By



Computer Society of India



Nihilent
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CSI-Nihilent eGovernance 2008-09 Awards

The Computer Society of India has instituted a series of awards for recognizing the contributions made in the field of e-Governance in the country. These awards have been sponsored by Nihilent Technologies Ltd. The awards are given for recognizing the efforts made in e-Governance area at the State, Department, District and Project level. The nomination process continues to be on-line as in the previous years. The judging process is exhaustive to cover the understanding at various stages of nominations. The selection committee members have been drawn from all the stake holders covering Government, Industry and Academics. The nomination process starts from 2nd April 2009 and the final Awards winners will be felicitated at the CSI National Convention on 9 October 2009 to be held in Pune.

Award Categories

Nominations for the year 2008-09 Awards are being accepted for the following four categories:

Award of Excellence – State Category

States will be judged based on their overall performance in e-Governance initiatives during the year 2008-09, especially with respect to policies, infrastructure, capacity building, projects, etc.

Award of Excellence – Department Category

Central and State Government Departments who have demonstrated excellence in the area of e-Governance during the year 2008-09.

Awards of Excellence – District Category

Outstanding efforts demonstrating excellence in e-Governance during the year 2008-09 at the District level.

Award of Excellence – Project Category

Projects that have been implemented or enhanced during the year 2008-09 and delivered benefits to its stakeholders will be judged in three sub-categories, namely G2C, G2B, and G2G/G2E.

Note: Depending on the number of entries, Winner/runner-up may be chosen in each category. The committee may appreciate an effort taken by an organization, in addition to the above listed awards. The decision of the selection committee will be final.

Conditions for Entry

- Entry for sending nominations is open to all Government agencies in India (both Centre and State/UT Governments, down to District level). All the Government Organizations & Semi-Government Corporations, District Collectorate, Municipal Corporations, Autonomous bodies including Public Sector Undertakings are welcome to apply.
- Entries should fall in one of the specified Award categories.
- Entries under Project category are only for those projects which have been implemented in India
- Nominated initiatives must have been implemented on or after 1st April 2008.
- In case of project category, they should have at least 75% of the services being delivered should be Government services.
- Awards for year 2008-09 will consider the initiatives implemented during 1 April 2008 to 31 March 2009. Special incremental efforts or enhancements to the earlier initiatives will also be considered.
- To encourage fresh e-Governance efforts, the Initiatives that have been recognized and awarded by CSI in the last 3 years may not be considered by the Selection Committee for recognition.

Judging Process

- Nomination to each category will be judged by the Awards selection committee, consisting of members from Government, Industry and Academia.
- The judging process shall be based on:
 - On-line nomination submission
 - Field visits to short listed entries by Selection Committee/nominated members
 - Presentations by short listed entries to the Selection committee
 - Final Award list is generated based on the combined evaluation at different stages as above.
- The selection committee reserves the right to seek additional information from the nominated entries during the evaluation process.
- The final recommendation of awards will be made by the selection committee on the basis of the information available to them in the nomination form, on-site visits and presentations made by the applicants.
- The decision of the selection committee will be final and binding on all applicants.
- Nomination process opens on 2nd April 2009 and close on 30th June 2009.
- Award Winners will be felicitated during that the CSI Annual Convention to be held in Pune on 9 October 2009.

Evaluation Criteria for the Awards

- The evaluation criterion is based on two indicators i.e. Results and Enablers. The attributes considered for Result indicator are mainly in terms of outcomes and the attributes for Enabler indicator are in terms of the processes in place so as to achieve the desired results. Keeping into consideration the constraints on time and resource, for the purpose of these Awards, only the key attributes are being considered for these awards.

- The quality of content submitted by the applicants for the nominations will be of most important part of the evaluation process. The information should be as per format and restricted to the prescribed page length defined in the respective “**Nomination Submission Template**”. The information provided in the nomination form should contain the crucial and important aspects only.

- The key indicators and attributes being used for evaluation under each award category are given in subsequent pages. A brief explanation of each of them is given in the respective “Nomination Submission Template”.

- Each nomination entry should accompany a “**Statement of Intent**” stating the reasons for nominating the entry to CSI - Nihilent e-Governance Awards 2008-09. This should not be of more than half page.

Evaluation Criteria

Award of Excellence - State Category Evaluation Criteria	
Result Indicators & Attributes	Enabler Indicators & Attributes
<p>1. Key Performance</p> <ul style="list-style-type: none"> a. No. of State Mission Mode Projects as per the NeGP and MMPs initiatives started b. No. of MMPs implemented as pilots and roll-out c. State portal implementation with single window G2C/ G2B information and transaction services. <p>2. Government Efficiency improvement initiatives</p> <ul style="list-style-type: none"> a. Initiatives under G2C b. Initiatives under G2B c. Initiatives under G2G and G2E <p>3. Innovation and Best Practices</p> <ul style="list-style-type: none"> a. Specific innovative ideas implemented in eGov area b. Best practices implemented 	<p>1. State Policy & Strategy</p> <ul style="list-style-type: none"> a. eGov/ICT vision roadmap b. eGov roadmap Implementation plan c. Sharing of common infrastructure d. Capacity building plan e. Policies related to open standards, architectures, website standards, security <p>2. Support Infrastructure</p> <ul style="list-style-type: none"> a. SWAN b. State Data Center c. CSC – Rural and Urban <p>3. Capacity Building</p> <ul style="list-style-type: none"> a. Leadership support & visibility b. Training plan implementation c. Institutional structure for training d. Key challenges and learning's from existing implementations
<p>A statement of intent stating the reason for nominating the respective entry for the CSI - Nihilent e-Governance Awards 2008-09.</p>	

Award of Excellence – Department/District Category Evaluation Criteria	
Result Indicators & Attributes	Enabler Indicators & Attributes
<p>1. Key Performance</p> <ul style="list-style-type: none"> a. % of overall working, services delivered and covered using ICT b. Initiatives under G2C, G2B, G2G and G2E c. Stakeholder wise services and benefits of ICT/eGov interventions d. Implementation coverage 	<p>1. Policy & Strategy</p> <ul style="list-style-type: none"> a. eGov/ICT vision roadmap b. eGov roadmap Implementation plan c. Sharing of common infrastructure (national, state, other department; delivery channels) d. Technology standardization

<p>(geographical areas covered under pilot, roll-out, next steps)</p> <p>e. Financial model for the initiatives (funding pattern, business model, PPP, etc)</p> <p>2. Efficiency improvement</p> <p>a. Time and cost efficiency improvements in the working & delivery of services</p> <p>b. Specific innovative ideas implemented in eGov area; best practices implemented</p> <p>c. Initiatives integrated with other departments</p>	<p>2. Process reengineering & Legal Reforms</p> <p>a. Major front end process changes</p> <p>b. Major back end process changes</p> <p>3. Capacity Building</p> <p>a. Leadership support & visibility</p> <p>b. Change management strategy</p> <p>c. Capacity building plan</p> <p>d. Program Management Teams (full time department officials/ consultants)</p>
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A statement of intent stating the reason for nominating the respective entry for the CSI - Nihilent e-Governance Awards 2008-09.

Award of Excellence - Project Category Evaluation Criteria

Result Indicators & Attributes	Enabler Indicators & Attributes
<p>1. Key Performance</p> <p>a. Stakeholder wise services and benefits of ICT/eGov interventions</p> <p>b. Implementation coverage (geographical areas covered under pilot, roll-out, next steps, % of total services covered under the lifecycle of projects processes, % of total branches/ departments covered by the project)</p> <p>2. Efficiency improvement</p> <p>a. Time and cost efficiency improvements in the delivering the above set of services.</p> <p>b. Time and cost savings for the key stakeholders to avail the above set of services.</p> <p>c. Specific innovative ideas implemented in eGov area; best practices implemented</p>	<p>1. Project Roadmap</p> <p>a. Vision defined</p> <p>b. Objectives defined</p> <p>c. Measurable objectives</p> <p>d. Project milestones</p> <p>2. Process reengineering & legal reforms</p> <p>a. Major front end process changes</p> <p>b. Major back end process changes</p> <p>3. Project Sustainability</p> <p>a. Financial model (funding pattern, business model, PPP, etc)</p> <p>b. Technology maintenance</p> <p>c. Disaster Recovery Center</p> <p>d. Project management team (full time department officials/ consultants)</p> <p>4. Change Management</p> <p>a. Change management strategy</p> <p>b. Capacity building plan</p>

d. Initiatives integrated with other departments	c. Leadership support & visibility 5. Project Monitoring a. Monitoring & Evaluation process b. User Feedback, project assessment mechanism c. Third party overall project audit mechanism
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A statement of intent stating the reason for nominating the respective entry for the CSI - Nihilent e-Governance Awards 2008-09.

How to Apply

- Visit the CSI-Nihilent e-Governance Awards website at www.csinihilent-egovernanceawards.org for nominating your entries.
- All entries should be submitted online through the CSI-Nihilent e-Governance Awards website at **www.csinihilent-egovernanceawards.org**. Entries sent by email will not be entertained, unless and until extra information is sought on the entries by the Selection Committee.
- Emphasis of the Awards is to encourage the States/departments/district/projects which have contributed well and deserve recognition. As such the nomination entries will be accepted from the head of the respective Government department or State IT department. Entries should be supported by an "Authorization Certificate" as per prescribed format, duly signed by the respective head of the nodal Government Department/Organization. A scanned copy of the same should be submitted along with the online nomination process. **Entry submissions by the implementing agencies will be discouraged.**

On-line Nomination Process

- **Firstly, register** by providing the contact details of the entry nominating authority and contact official for the purpose of these entries on the website.
- An acknowledgement email will be sent to the contact email id and only after getting the **return email confirmation** the system will provide **access to login** and **submit entries**.
- Using one registration id, user can submit multiple entries under different category of awards.
- The following documents should be submitted online after getting the login id
 1. Main nomination document, as per template.
 2. Scanned copy of "Authorization Certificate" from the nominating authority.
 3. Other essential supporting document/s, if any.
- Entries will be accepted, strictly as per the respective category "Nomination Submission Template" and general guidelines, and entries with deviations may not be accepted.
- **It should be ensured that the entries are submitted as MS-Word file of not more than 10 A4 pages, as per prescribed format given in the respective category nomination template.**
- Anytime before the close date of nomination i.e. 2000 hrs 30 June 2009, the entry information can be modified by the authorized official. After the said date provision for editing will not be available to the users. The selection committee if desires necessary may make changes in the dates and inform on the website.
- Please ensure complete contact details for all further communication related to awards.

- As part of the CSI-Nihilent eGovernance Awards, the selected entries are published in a book to be released during the Award function, therefore it will be desirable that the correctness of language in the entries is checked by the nominees before the close date.
- In case of any problems faced during the online nomination process, please contact us at csiegovawards@gmail.com with copy to sigegov@csi-india.org

Important Dates

On-line Nomination submission	2 April – 30 June 2009 (2000 hrs)
Preliminary short listing	1 – 15 July 2009
Field Visits for short listed nominations	15 July – 10 September 2009
Presentation & final evaluation	15-16 September 2009
Award function along with CSI Annual Convention in Pune, 7-9 Oct 2009	9 October 2009

Note : The selection committee if necessary may extend dates and the same shall be published on the website.

Previous Winners

2007-08 Winners

Best e-Governed State: Chattisgarh; **Progressive e-Governance States:** (Joint Winners) Madhya Pradesh & Kerala

Best e-Governed Department :(Joint Winners) Motor Vehicle Department (Kerala), Food Civil Supplies and Consumer Protection (Chhattisgarh) & Board of Revenue(UP) **Best e-DISTRICT in Computerization :** Winner : Palakkad(Kerala); Runner-up: Hardoi (UP)

Special Jury Award (Outstanding National Effort) : Emergency Management and Research Institute (EMRI)

2006-07 Winners

Best e-Governed State: Gujarat, Progressive State: Goa, Jharkhand and Kerala

Best e-Governed Departments: Health and Family Welfare, Gujarat and Electricity Department, Lakshadweep; **Special Jury Award:** Department of Education (Delhi)

Best e-Governed Projects: e-Procurement and VAT (Gujarat), PESO, CHRIS, Samadhan Ek Din Mein and PARAKH (MP), IISF(FCI), CaPNIC

**Nominations for 2008-09 Open on 2nd April 2009 &
Closes on 30 June 2009**

You have to Nominate to Win !

Visit www.csinihilent-egovernanceawards.org

Piyush Gupta

Convenor , CSI-Nihilent
eGov Awards 2008-09

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G P Sahu (Dr)

Co-Convenor, District
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Ashok Agarwal (Dr)

CSI SIGeGov Chair,
Adjunct Professor
BITS Pilani

agarwal.ashok.k@gmail.com

R K Bagga (Dr)

Past Convenor, CSI-Nihilent
Awards 2006-07, 2007-08

rbagga@iiit.ac.in

Address all correspondence/email regarding CSI-Nihilent e-Governance Awards 2008-09

Computer Society of India - Special Interest Group on e-Governance

302, Archana Arcade, 10-3-190, St. Johns Road, Secunderabad – 500 025

Tel: 040-2782 1998 email: csiegovawards@gmail.com and copy to sigegov@csi-india.org

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CSI -Nihilent e-Governance Awards 2008-09

Recognizing e-Government Initiatives in India



State Category

<name of State>

IMPORTANT INSTRUCTIONS

- (1) Read the "Nomination Submission General Guidelines" before starting on this nomination submission
- (2) This document should not be more than 20 pages,
- (3) Font to be used should be Verdana. Running text in point size 10, single spacing.
- (4) This is the Cover page, the 2nd page should contain the required contact details and Subsequent pages details on the nominations.

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TITLE

<Title of Nomination, not more than one line>

Statement of intent stating the reason for nominating the entry for CSI - Nihilent e-Governance Awards 2008-09:

<This should not be of more than half page>

NOMINATION DETAILS

I) OVERVIEW

<This should give a brief background of the State environment in terms of the development and economic agenda. Not more than one page>

II) RESULT INDICATORS

<The Result Indicators are primarily the outcomes and key achievements for the State in the area of e-Governance. For the purpose of these Awards the Results are being evaluated on selected attributes listed below. The nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. Key Performance

- a. No. of State Mission Mode Projects as per the NeGP and MMPs initiatives started
- b. No. of MMPs implemented as pilots and roll-out
- c. State portal implementation with single window G2C/ G2B information and transaction services.

2. Government Efficiency improvement initiatives

- a. Initiatives implemented under G2C, and initiatives planned during the year
- b. Initiatives implemented under G2B, and initiatives planned during the year
- c. Initiatives implemented under G2G and G2E, and initiatives planned during the year

3. Innovation and Best Practices

- a. Specific innovative ideas implemented in eGov area
- b. Best practices implemented

III) ENABLER INDICATORS

<The Enabler Indicators are primarily the processes that are implemented to achieve the above mentioned results. For the purpose of these Awards the Enablers are being evaluated on selected attributes listed below. Nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. State Policy & Strategy

- a. eGov/ICT vision roadmap
- b. eGov roadmap Implementation plan
- c. Sharing of common infrastructure
- d. Capacity building plan
- e. Policies related to open standards, architectures, website standards, security
- f. Planned budget during the year for e-Governance and the actual expenditure incurred for the same

2. Support Infrastructure

- a. SWAN
- b. State Data Center, and department applications using SDC
- c. CSC – Rural and Urban, established and planned during the year

3. Capacity Building

- a. Leadership support & visibility
- b. Training plan implementation
- c. Institutional structure for training
- d. Key challenges and learning's from existing implementations

IV) CONTACT DETAILS

1) Contact details of the entry nomination authority

Name :

Designation:

Department:

Contact address:

City:

State:

Telephone no. (land line with STD code and mobile), FAX no.

email:

2) Contact details of the official for this entry

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Department Category

<name of Department &
State>

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<This should not be of more than half page>

NOMINATION DETAILS

I) OVERVIEW

<This should give a brief background of the Department in terms of the objectives and services. Not more than one page>

II) RESULT INDICATORS

<The Result Indicators are primarily the outcomes and key achievements for the Department in the area of ICT/e-Governance. For the purpose of these Awards the Results are being evaluated on selected attributes listed below. The nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. Key Performance

- a. % of overall working, services delivered and covered using ICT
- b. Initiatives under G2C, G2B, G2G and G2E
- c. Stakeholder wise services and benefits of ICT/eGov interventions
- d. Implementation coverage (geographical areas covered under pilot, roll-out, next steps)
- e. Financial model for the initiatives (funding pattern, business model, PPP, etc)

2. Government Efficiency improvement initiatives

- a. Time and cost efficiency improvements in the working & delivery of services
- b. Specific innovative ideas implemented in eGov area; best practices implemented
- c. Initiatives integrated with other departments

III) ENABLER INDICATORS

<The Enabler Indicators are primarily the processes that are implemented to achieve the above mentioned results. For the purpose of these Awards the Enablers are being evaluated on selected attributes listed below. Nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. State Policy & Strategy

- a. eGov/ICT vision roadmap
- b. eGov roadmap Implementation plan
- c. Sharing of common infrastructure (national, state, other department; delivery channels)
- d. Technology standardization

2. Process reengineering & Legal Reforms

- a. Major front end process changes
- b. Major back end process changes

3. Capacity Building

- a. Leadership support & visibility
- b. Change management strategy
- c. Capacity building plan
- d. Program Management Teams (full time department officials/ consultants)

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District Category

<name of District &
State>

IMPORTANT INSTRUCTIONS

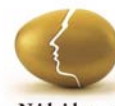
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Statement of intent stating the reason for nominating the entry for CSI - Nihilent e-Governance Awards 2008-09:

<This should not be of more than half page>

NOMINATION DETAILS

I) OVERVIEW

<This should give a brief background of the District in terms of the development and economic agenda. Not more than one page>

II) RESULT INDICATORS

<The Result Indicators are primarily the outcomes and key achievements for the District in the area of ICT/e-Governance. For the purpose of these Awards the Results are being evaluated on selected attributes listed below. The nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. Key Performance

- a. % of overall working, services delivered and covered using ICT
- b. Initiatives under G2C, G2B, G2G and G2E
- c. Stakeholder wise services and benefits of ICT/eGov interventions
- d. Implementation coverage (geographical areas covered under pilot, roll-out, next steps)
- e. Financial model for the initiatives (funding pattern, business model, PPP, etc)

2. Government Efficiency improvement initiatives

- a. Time and cost efficiency improvements in the working & delivery of services
- b. Specific innovative ideas implemented in eGov area; best practices implemented
- c. Initiatives integrated with other departments/offices

III) ENABLER INDICATORS

<The Enabler Indicators are primarily the processes that are implemented to achieve the above mentioned results. For the purpose of these Awards the Enablers are being evaluated on selected attributes listed below. Nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. State Policy & Strategy

- a. eGov/ICT vision roadmap
- b. eGov roadmap Implementation plan
- c. Sharing of common infrastructure (national, state, other department; delivery channels)
- d. Technology standardization

2. Process reengineering & Legal Reforms

- a. Major front end process changes
- b. Major back end process changes

3. Capacity Building

- a. Leadership support & visibility
- b. Change management strategy
- c. Capacity building plan
- d. Program Management Teams (full time department officials/ consultants)

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Project Category

<name of Project>

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NOMINATION DETAILS

I) OVERVIEW

<This should give a brief background of the District in terms of the development and economic agenda. Not more than one page>

II) RESULT INDICATORS

<The Result Indicators are primarily the outcomes and key achievements of the project. For the purpose of these Awards the Results are being evaluated on selected attributes listed below. The nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. Key Performance

- a. Stakeholder wise services and benefits of ICT/eGov interventions
- b. Implementation coverage (geographical areas covered under pilot, roll-out, next steps, % of total services covered under the lifecycle of projects processes, % of total branches/ departments covered by the project)

2. Efficiency improvement

- a. Time and cost efficiency improvements in the delivering the above set of services.
- b. Time and cost savings for the key stakeholders to avail the above set of services.
- c. Specific innovative ideas implemented in eGov area; best practices implemented Initiatives integrated with other departments

III) ENABLER INDICATORS

<The Enabler Indicators are primarily the processes that are implemented to achieve the above mentioned results. For the purpose of these Awards the Enablers are being evaluated on selected attributes listed below. Nominations should address the required information as per attributes below, and if desired important additional information for the purpose of this Award may be given.>

1. Project Roadmap

- a. Vision defined
- b. Objectives defined
- c. Measurable objectives
- d. Project milestones

2. Process reengineering & legal reforms

- a. Major front end process changes
- b. Major back end process changes

3. Project Sustainability

- a. Financial model (funding pattern, business model, PPP, etc)
- b. Technology maintenance
- c. Disaster Recovery Center
- d. Project management team (full time department officials/ consultants)

4. Change Management

- a. Change management strategy
- b. Capacity building plan
- c. Leadership support & visibility

5. Project Monitoring

- a. Monitoring & Evaluation process
- b. User Feedback, project assessment mechanism
- c. Third party overall project audit mechanism

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Department:

Contact address:

City:

State:

Telephone no. (land line with STD code and mobile), FAX no.

email:

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(To be typed on the official letter head of the Nominating authority)

Nomination for CSI-Nihilent e-Governance Awards 2008-09
AUTHORIZATION CERTIFICATE

Ref: Nomination entry id:
(As provided at the time of online submission)

Nomination Entry Title:
(As provided at the time of online submission)

This is to certify that the information given in the nomination application/enclosures are correct to best of my knowledge. I recommend it for consideration for the CSI-Nihilent e-Governance Awards 2008-09.

I also have no objection in sharing it with CSI or other authorized officials as permitted by CSI. Permission is also given to publish the said content as desired by CSI or its nominee.

Name :

Designation :

Department:

Date :

Signature
(with official seal)