



Premier's Service Excellence Awards 2020

Entry Questionnaire

Category B: Economic Growth Award

No.	Sub-Categories	Tick ONE applicable sub category
1	Inclusive Economy Award	
2	Public Private partnership Award	

ABOUT THE ECONOMIC GROWTH AWARD

- Individuals/Projects/Initiatives that have made an exceptional contribution in improving the livelihood of communities and nation building, while also contributing to the local economy, are eligible for entry in this category.
- They will be recognised for playing a role in introducing innovative economic activities aimed at growing the economy through job creation, and collaboration which resulted in development, transformation and general improvement in living standards.
- The nominees in this category are contributors to economic activity in Gauteng City Region (GCR).
- The nominees must demonstrate profound and radical change that has taken place as a result of their contribution.

1. Sub-Category: Inclusive Economy Award

- This category applies to all the role players in economic growth and development of the Gauteng City Region ranging from Township Enterprises to large organisations or industries or sectors such as those who create employment opportunities to improve the lives of the people.
- Any project, initiative or business that improves the lives of the people through job creation and poverty alleviation in an innovative, environmentally sustainable way, can enter in this category.
- Examples include: Township enterprises such as: Shisanyamas/ Restaurants, Burial Societies, General Dealers, Guest Houses, Fashion Designers, Spaza Shops, Bricklayers, Shopping Centres and role players from various industries such as manufacturing firms, Engineering companies, and Formal Traders, etc.

2. Sub-category: Public Private Partnership Award

- This sub-category Award recognises a successful Public-Private Partnership service delivery project. Projects must fit within the definition of a public-private partnership: a contractual arrangement that is formed between a public or governmental agency and a private company that can include a variety of activities that involve the private company in the development, financing, ownership and/or operation of a public facility or service. In such a partnership, public and private resources are pooled and responsibilities divided so that the partners' efforts complement one another.

- Projects must demonstrate the benefits of PPPs, including: shared income resulting from partnership in direct proportion to the partners' investment, cost savings, improved service delivery and/or increased efficiency in operation.
- At least an initial phase of the project must be fully operational and delivering the intended benefits of the project for at least a year.
- An example of a large-scale PPP is the Gautrain project.

Rules for Entry:

All nominees must observe the following rules:

1. Projects may only be entered into one category (select the most suitable category).
2. A project entered into more than one category will result in all the entries being automatically disqualified.
3. Take extra care when packaging your submission – use a file suitable for the size of information you are submitting. The project team, assessors or adjudicators will not be held liable for misplaced information as a result of unsuitable packaging.
4. Entry packs will not be returned to the entrants at the end of the project.
5. All questions should be completed in full with as much information as possible in line with the prescribed maximum words (500 words).
6. All submissions/entries should be typed – no handwritten entries will be accepted.
7. You are required to submit evidence on all the claims you make about your project / initiative. Documents must be attached. Additional information may be submitted to support the entry e.g. videos, photos, publications, brochures, CD/DVD and newspaper clipping (unfortunately these are not returnable). Ensure that the supporting evidence and additional information is properly referenced.
8. Entries should be approved by the Head of Department / CEO / Project Manager. The entry authorisation form should be completed and signed. Entries in the Celebrated individual category should be approved by the CEO or Head of Department.
9. Entries found to be based on false information will be disqualified at any level of the process when discovered.
10. The projects MUST have been in existence for a minimum of one year.
11. Projects that have won the Gauteng PSEA in the past 5 years are not eligible for entry.
12. Entries submitted before the closing date will be perused by the project office for completeness and advice.
13. The organisation/institution/individual submitting the entry must not be involved in or have any knowledge of any possible litigation or allegations of corruption (projects/initiative/individual), dispute or claim involving the entry.
14. The participation in the Gauteng PSEA by the entrant/nominee/nominator constitutes their full and unconditional agreement to these official rules.
15. The assessors and adjudicators' decisions are final and binding to all matters related to Gauteng PSEA.
16. The entry must be received no later than 11:59:59, on the closing date of 18 October 2019. Entries received after the closing date will not be accepted.
17. Failure to comply with the entry requirements will result in disqualification.
18. You may contact the project office through email psea@gauteng.gov.za or tel: 011 355 6215 or 063 693 4681.
19. Fully completed entry form together with evidence may be submitted to;
 - In hardcopy to the following address/ Attention; PSEA Project Office of the Premier. Att: PSEA Project Office, Office of the Premier, Turbine Hall, 65 Ntengi Piliso, Newtown, Johannesburg.
 - Signed electronic submission with clearly referenced evidence may be submitted by email to psea@gauteng.gov.za.

SECTION 1

Details of the applicant

Name of organisation and type of entity (Department/Municipality/Institution/NGO)	
Name of contact person (preferably Project Manager or the person compiling this application)	
Telephone Number	
Cell Number	
Fax Number	
Email Address	
Postal Address	
Physical Address	

General Information

Name of nominee (project/initiative)	
Physical Address (The site where you render your services or operate your project)	
Name of your Metropolitan or District and Local Municipality	
Briefly describe the kind of work that you do (your project or initiative) to service your community	
Who are your customers or the beneficiaries of your project	
What are your core services	
Name of the Project Manager for the site visit	
Contact details of the Project Manager	
Actual address of site for verification visit	

SECTION 2

The following questions are aimed at determining the project/initiative's contribution in terms of the criteria outlined below.

1 No evidence to support claim **2** Insufficient Evidence **3** Satisfactory/Acceptable evidence submitted **4** Adequate evidence

Provide a brief description of the project/initiative including its context and purpose (why it was established) and function. (Max 300 words)

Criteria:

- Innovation/Creativity
- Environmental Sustainability
- Economic Impact
- Social Responsibility
- Transformation

2.1 Innovation and creativity

What service does your project/initiative offer and what notable approaches or methods have you introduced to ensure your approach to service delivery is distinctive? (In response to this question you must demonstrate the impact of your innovation in improving the lives of the people)

Evidence Submitted:

2.2 Environmental Sustainability

Provide policies or evidence of compliance to protecting the environment.

Evidence Submitted:

2.3 Economic Impact

What is your project/initiative's contribution towards economic development and growth? (in terms of job creation and poverty alleviation)

Evidence Submitted:

2.4 Social Responsibility

What opportunities does your initiative create for the improvement of the livelihoods of the society?

Evidence Submitted:

2.5 Transformation

- a. Outline the progress achieved by your initiative in terms of involving previously marginalised individuals.
- b. What kind of opportunities has your project or initiative created for the community?
- c. What kind of opportunities has your project or initiative created for women, youth and persons with disabilities?

Evidence Submitted:

Authorisation of the project entry by the Head of Department/CEO/Project Manager

I (Name and Surname) _____

_____ the Head of Department/CEO/Project Manager of (Name of the Organisation/Institution)

_____, hereby confirm that:

1. I have approved the entry of this project (Name of the Project) _____

_____ into the Premier's Service

Excellence Awards, Category _____

and Subcategory _____

2. By submitting this entry, we agree to abide by the rules of the Premier's Service Excellence Awards.

3. I have verified the information in the Entry Form and confirm that the information provided is accurate and legally binding.

4. I have verified the supporting evidence submitted with this Entry.

Signed at _____ on this _____ day of _____ 2019

Signature: _____