

THE MISSISSIPPI MUNICIPAL LEAGUE'S 2018

---

*Mississippi  
Municipal  
Excellence  
Awards*



# CATEGORIES



The competition is divided into two population categories, under 10,000 and over 10,000, with one overall winner.

Within each population range, there are four categories: Public Safety, Planning and Economic Development, City Spirit and Public Works.

## PUBLIC SAFETY

Applications in this category would include efforts to improve the safety and security of the city. Included would be law enforcement programs, fire and emergency response programs, youth programs related to public safety and disaster response programs.

## PLANNING AND ECONOMIC DEVELOPMENT

Applications in this category combine the best efforts in making plans aimed at growth, stability and improved quality of life, and the resulting projects they produce. Show plans your city has made and the results that have followed.

## CITY SPIRIT

This category is for the individuals or groups that have gone “above and beyond” in their efforts to make their community a better place to live. This is where we want to honor citizens who make their community a good place to call home. Volunteer programs, individual efforts and the “unsung heroes” belong in this category.

## PUBLIC WORKS / INFRASTRUCTURE IMPROVEMENTS

Applications in this category should illustrate innovation in the creation and development of public infrastructure improvements. Efforts would include, but are not limited to, improvements to water, sewer, drainage and overall infrastructure improvements.

Municipalities may submit only one entry in each of the four subject categories (for a total of four entries per city or town). Each entry should demonstrate a proven record of effectiveness and evidence that the program or person has achieved its goals.

# APPLICATION PROCESS



The awards program is open to all MML members in good standing. Each municipality can submit one award application in each subject category, for a total of four applications. Entries must describe programs or projects brought to conclusion or showing significant results between May 6, 2017 and April 30, 2018.

For each project submitted, an official Municipal Excellence Award entry application must be completed. Please type or legibly print information requested on the award application. **The application must be signed by the city's chief elected or administrative officer.** One copy of each application MUST be submitted.

The applications should be paper clipped together. *Please do not put in a three-ring binder.*

When completing the award application, the description of the project must be concise and limited to less than 75 words. The summary of the project, which can be longer, should include the following information:

- Why the project/individual/group was initiated?
- How it accomplished the goal?
- Who benefited?
- What was the level of cooperation/ feedback/interest/ participation in the city?
- What were the time or money savings?
- What were time and money costs?
- What was the improvement to quality of service or livability of the city?
- What is the future impact on the city?

Each applicant is asked to provide one, high-quality original copy of the application (paper clipped together). The League will make copies for the judges. Please DO NOT provide videos or display with your application. You are encouraged to include digital or high-resolution printed photos of your project if applicable. All applications submitted will become the property of the Mississippi Municipal League and will not be returned.

## JUDGING PROCESS

Entries will be screened by MML staff for completeness. Any entries deemed not complete will be excluded. Final judging will be conducted by an independent panel of judges with considerable experience in the area of municipal government. Judging will take place in Jackson and will be closed to the public. Judges will be asked to look for the following attributes of each entry:

- Is the project innovative?
- Did the project achieve its goal?
- What is the long-term value to the city?
- Can the project be adopted in other cities?

## ANNOUNCEMENT OF WINNERS

All winning applicants will be notified by phone. Winners will be featured in a future issue of *Mississippi Municipalities* magazine. In addition, the winners will be recognized at the MML Annual Conference to be held in June 2018.

## APPLICATION DEADLINE

All entries, including additional material if submitted, must be submitted to the MML office by 4 p.m. on Monday, April 30, 2018.

## MAIL OR SHIP ENTRIES TO:

**MML Municipal Excellence Awards Program • 600 East Amite Street, Suite 104 • Jackson, MS 39201**

Application deadline is Monday, April 30, 2018. Faxed applications will not be accepted. Entries, including photographs, will not be returned. The Mississippi Municipal League, its staff, officers and board of directors will not be responsible for any lost, delayed or misdirected award applications. Applications and photos can be emailed to [laverne1@mmlonline.com](mailto:laverne1@mmlonline.com)

*Additional information on the MML Municipal Excellence Awards Program can be obtained by contacting the MML office. at 601-353-5854 or visiting the MML website at [www.mmlonline.com](http://www.mmlonline.com).*

# APPLICATION



City Name \_\_\_\_\_

Population  Under 10,000  Over 10,000

Category  Public Safety  Planning & Economic Development

City Spirit  Public Works

Title of Entry \_\_\_\_\_

Description of Project \_\_\_\_\_

---

---

---

---

---

Project Summary (use additional pages if necessary) \_\_\_\_\_

---

---

---

---

---

Signature of Chief Elected or Appointed Official \_\_\_\_\_

Please provide the following information in case of questions about the application.

Contact Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

# AWARDS CHECKLIST



- Have you completed an award application for each entry?
- Has the award application been signed by the city's chief elected or administrative officer?
- Have you included one application? (No additional copies are necessary.) **(Do not put in a 3-ring binder.)**
- Please number the pages of the original.
- Will your completed award application and optional additional materials reach the MML office by 4 p.m. on April 30, 2018?

## REMINDERS:

- Applications will be judged in two population categories: under 10,000 and over 10,000.
- All materials submitted will become property of the Mississippi Municipal League and will not be returned.