



Best Use of Information Technology

This category will be judged upon each applicant's (2000 word max) entry statement.

Please note that your document should be **no more than 2000 words in total, which includes your 250 word summary.**

You may additionally include attachments (visuals, photos, charts, etc) that you think would help your application.

1. Summary	In no more than 250 words, summarise why your organisation deserves to win this award
2. Background	Applicants will be asked to include details on the background of the initiative and why there was a need for it to be introduced
3. Research	Show how the research was conducted and used for the conclusions that were arrived at.
4. Effect on the organisation	Applications will need to explain why this initiative / project has had a positive impact on the organisation and its services, explaining why it was successful.
5. Plans going forward	Applicants must show their plans going forward to further enhance their services for growing community demands and upcoming generations.

Essential tips for a successful entry

A successful application must try to address all of the points below. Marks will be allocated only on the evidence provided.

Use the headings shown to highlight your answers to those specific questions. Include information on your exceptional successes during the year such as systems, innovations or techniques that have reaped significant benefits.

Concentrate on facts that can be substantiated. Attachments can be included, which are particularly important for the judges to be able to see your successes or innovations.

Please remember that **ONLY THE FIRST 2000 words** of core information (and supporting material that you may have provided) of your submission will be assessed