

J. Mitchell Graham Memorial Award/Barrett Lawrimore Regional Cooperation Award Competition



Rules and Requirements

1. **Without exception, all applications must be submitted online or received at the SCAC office by 5 p.m. on Friday, June 21, 2019. Applications not submitted electronically must be formatted on 8.5" x 11" three-hole punch paper. Please do not staple your materials or send them in a binder.**
 - If mailing your application and submission form, please send four complete copies to: SCAC, PO Box 8207, Columbia, SC 29202-8207.
 - If using an express carrier, please send four complete copies to: SCAC, 1919 Thurmond Mall, Columbia, SC 29201.
2. Each county may submit one entry for the J. Mitchell Graham Award. The project entry must be submitted by the county and include a letter of support from the county council chairman or the county chief administrative officer.
3. Counties may submit multiple entries for the Barrett Lawrimore Award. The competition for this award is open to two or more political subdivisions (counties, county partnerships formed with city, town, district, or councils of governments) that collaborated to complete an innovative project. Barrett Lawrimore Award applications must include letters of support from the county council chairmen or county chief administrative officers of each participating political subdivision.
4. When appropriate, judges reserve the right to change the award category of any application.
5. **Each entry may address either a single project or two related projects.** A project is considered to be a group of associated activities. An example of two related projects would be:
 - the construction of a parkway to reduce traffic congestion—including a comprehensive plan to mitigate its impact upon wetlands and cultural resources; and an educational program to teach children about the area’s culture and history that contains material and information from a study about the impact of the parkway.
6. Projects **must be put into action or completed** during the 2018-19 Fiscal Year; however, they may be initiated prior to this time period.
7. Each application should include a concise Project Description to explain the purpose and significance of the entry, and counties may provide additional materials to support their application. **Please review the instructions for completing the Project Description and support materials carefully to be sure your application addresses the judging criteria and is formatted correctly. Judges may deduct points for entries that do not adhere to the rules and requirements.**
8. Applicants who meet the deadline and all requirements will be scheduled to present their projects during the awards competition. A representative from the county submitting the entry must be physically present during the competition and participate in the presentation.

9. **The J. Mitchell Graham/Barrett Lawrimore Awards Competition will take place on Sunday, August 4, beginning at 1 p.m. at the Hilton Head Marriott Hotel.** The competition is the first event of SCAC's 52nd Annual Conference, and all conference participants are encouraged to attend. The competition will be videoed and made available on SCAC's website after the event. Each entrant will provide a 10-minute presentation, followed by a brief period for judges' questions. Judges may deduct points for presentations that do not adhere to the 10-minute presentation time.
10. Entrants may not give the judges any additional material or items before, during, or after the competition. The judges will only consider the Project Description and support materials received by the deadline and the presentation.

Instructions for Project Description

The Project Description may include **up to eight pages** and should address all of the questions below. Applicants may choose to organize their Project Description by following the sample outline or incorporate these points throughout their narrative. In addition to the application form and Project Description, applicants may submit **up to five pages** of additional material—such as newspaper clippings, brochures, photos, tables, graphs, or other items—to support their entry. Letters of support and the cover page do not count toward the 13-page limit. These requirements apply whether your entry addresses one or two projects—thus, the total number of pages should not exceed 13.

Sample Outline

Benefit/Importance of Project

1. Why was this project undertaken?
2. What is the significance of this project to your community as a whole? How does it relate in importance to the other problems in your community?
3. How much of the county's population is benefited by the project? In what specific ways are different groups of citizens within the county better off than before?
4. What degree of success did the project attain? What major objectives were achieved?

Project Effort/Difficulty

1. What did your county have to do to accomplish its objectives?
2. What challenges occurred during the project? Were there any community concerns?
3. What were the nature and extent of the county government's efforts to alleviate the problem(s)? How difficult was it to accomplish the project's goals and/or objectives?

Project Effort/Difficulty (continued)

4. Was financing the project an obstacle? Were there any unusual factors inherent in financing the project?
5. Did any agencies, citizen groups, or other organizations assist your county with this project? Did their participation pose any particular challenges or offer any unique contributions or benefits?
6. Are there any unresolved problems or other goals left to tackle?

Project Originality/Innovation

1. Justify the uniqueness of this project. What makes it different from other projects designed to achieve the same objective?
2. Do you know of any other similar programs in South Carolina? If so, how is your program different?
3. What innovations were required in accomplishing your objectives?
4. Who provided the creativity and imagination in your project?