



White Paper Competition Information

Overview

Individuals or teams are invited to submit a short White Paper on an agency project management “best practice,” topics including but not limited to:

- Effective management of project resources
- Alignment of projects to the strategic goals of the agency
- Improved tracking and reporting on projects’ status
- Reduction in the time and money spent on ensuring projects are brought to a successful conclusion

“A best practice is an idea that asserts that there is a technique, method or process – through research and application – that is more effective at delivering a particular outcome than any other technique, method or process.” (Wikipedia definition)

The final submission deadline is **September 16, 2013**.

Awards

Awards (gift certificates) will be presented at the opening session, October 10, 2013, at the VITA IT PM Summit.

- ❖ Finalist will be published on PMD website for publish viewing and recognition

Guidelines

It is recommended that you answer the following questions in your paper:

- What is the problem? What is your supporting evidence that this problem exists?
- What are some proposed solutions?
- What criteria did you use to compare solutions?
- Why is your solution the best?
- What are the tradeoffs, uncertainties, and risks of your solution?

Evaluation Criteria

White Papers will be evaluated based on the following criteria:

1. Effectiveness of the Proposed Solution: The clarity and detail with which the solution is explained and the degree to which the solution solves the problem identified. A thorough development of the solution with consideration of the positive and negative implications of implementation, should be included. Does the solution seem optimal? 40%

2. Originality: Original ideas and new contributions to the existing debate or novel implementations of accepted practices. Successful submissions are based on documented research, but what are the new ideas or information that you have brought to the discussion? What is new or different about how you applied or adapted an established tool or technique? 40%

3. Value Add: Does the “best practice” presented have the potential to add value to the IT PM Community in the Commonwealth of Virginia? Can it be easily translated or applied to other government agencies or entities in the commonwealth? 20%

Specifications

Submission can be from two-eight pages in length. The eight-page limit (not including cover page) is just for the body of the paper and does not include references.

Format specifications – minimum font size for the body is 11 points, 1.5 line spacing, margins at least .75 (top/bottom/sides).

Submission Instructions

Email an abstract of no more than 300 words and proposed title for your submission to patty.samuels@vita.virginia.gov. If you are submitting as a team include the team members names, email addresses and affiliations. Only one email is needed per team. This is non-binding and will ensure you are kept up to date with information on the competition.

Please submit essays electronically in .pdf or .doc format by 5 p.m. on 9/16/2013 to patty.samuels@vita.virginia.gov. The name of the file should be the last name of one of the authors. On the cover page, include all authors' contact information, affiliation and your abstract.

Finalist

All submissions will first be evaluated by a panel of judges from the Central Virginia Chapter of the Project Management Institute (PMI CVC). This panel will score the submissions, provide general comments and select finalists to participate in the finalist seminar.