

NOMINATION PACKAGE

The 2021  
Frederick O'Reilly  
**Hayes Prize**

INNOVATION



SPONSORED BY  
THE FREDERICK O'REILLY HAYES PRIZE FOUNDATION INC.

HONORING ASPIRING AND  
EMERGING LEADERS OF  
INNOVATION IN  
NEW YORK CITY  
GOVERNMENT

NOMINATION DEADLINE:  
**THURSDAY, SEPTEMBER 16, 2021**

**NYC**

Bill de Blasio  
Mayor

Citywide  
Administrative  
Services

Lisette Camilo  
Commissioner

Citywide  
Organizational & Executive  
Development Programs

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CITYWIDE ORGANIZATIONAL AND EXECUTIVE DEVELOPMENT

# THE FREDERICK O'REILLY HAYES PRIZE: BACKGROUND

## About Frederick O'Reilly Hayes



**Frederick O'Reilly Hayes** was a remarkable leader who was passionate about innovation in government service delivery. He pioneered management and analytic methods while crafting daring public policy and mentoring a generation of public service minded leaders. His influence during his career spanned federal, state, and local governments, and he managed the largest municipal budget in the United States as Budget Director of the City of New York in the John V. Lindsay Administration. Fred's dedication to improving the delivery of public service knew no limits. He instilled this spirit of innovation and excellence in his associates who learned from his ideas, ideals, and work.

## About the Hayes Prize

To honor his career, promote his ideas, and enhance the attractiveness of public service careers, the Frederick O'Reilly Hayes Prize recognizes innovative contributions to the delivery of service by emerging leaders in New York City government. The Prize seeks to reward public servants who have demonstrated a high degree of talent, commitment, and accomplishments, and who anticipate continuing their careers in public service.

The Hayes Prize is awarded annually to an individual or team of individuals who meet the criteria. There will be a cash award of up to \$7,500 for an individual or up to \$15,000 for a team of two employees\*. There will also be runners-up cash awards of up to \$1,500 for an individual or for a team of two employees. The award may be used by recipients to further develop their public service careers. The awardee(s) will be honored at a reception to which agency colleagues, supervisors, former recipients, and others will be invited.

## A Tradition of 'Giving Back'

Hayes Prize winners are expected to help promote promising talent in City government by participating in executive development programs and events managed by the Department of Citywide Administrative Services (DCAS) and in several other venues. Award recipients support City colleagues by promoting the Prize at Citywide events and, among other ways, by acting as subject matter experts and/or mentors to participants in DCAS' premiere professional development programs.

Awardees are also expected to serve as future members of the Prize selection committee. It is hoped that the awardees will join the organizers in promoting the Prize within New York City government. The Frederick O'Reilly Hayes Prize Foundation Inc. is the sole funder of Prizes through individual donations made by former prize winners and others who have been associated with New York City government over decades. Contributions to support the Prize can be made to the Foundation ([www.fredhayes.info](http://www.fredhayes.info)) and are tax-deductible.

\*TEAM AWARD NOMINATIONS ARE LIMITED TO TWO (2) EMPLOYEES ONLY.

# THE HAYES PRIZE: NOMINATION/SELECTION PROCESS

## Nomination & Selection

Nominations from all agencies, including central administrative and operating agencies, are welcome. City agency heads and supervisors are strongly encouraged to make nominations.

### Criteria

An Individual or a team of two individuals may be nominated for the Hayes Prize who are relatively early in their public service careers (approximately 2-10 years of City service), and who have a desire to continue their careers in public service. Nominations should focus particularly on either the development of new services, products, and technologies that have significantly improved City government service delivery, or on ways that existing services, products, and technologies have been leveraged in unique and creative ways to improve service delivery.

### Selection

The Prize will be awarded to candidate(s) who, in the opinion of the Selection Committee, have made the most innovative and effective contributions to intra- and/or inter-agency service delivery. The work that they are engaged in may be related to a specific project or an ongoing effort.

In-person interviews will be conducted with award finalists as part of the selection process. The Selection Committee will be composed of a representative of the New York City government, prior Prize recipients, and colleges of Fred Hayes. All decisions of the Selection Committee are final.

### Tentative Timeline



Award winners and runners-up will be recognized at a reception that will be held shortly after the winner announcements are made.

For additional information about Fred Hayes, as well as information about the work of former winners of the prize, visit [www.fredhayes.info](http://www.fredhayes.info).

# THE HAYES PRIZE: NOMINATION PROCESS DESCRIPTION

## 1. **Where should nominations be sent and by when?**

Completed nomination packages must be submitted by **Thursday, September 16, 2021**. Packages can be sent via email to [executivedevelopment@dcas.nyc.gov](mailto:executivedevelopment@dcas.nyc.gov), or mailed to: The Frederick O'Reilly Hayes Prize, Organizational and Executive Development Programs, The David N. Dinkins Municipal Building, 1 Centre Street, Room 2445, New York, New York, 10007.

## 2. **Who can nominate?**

Anyone may nominate an employee for a Hayes Prize who has first-hand knowledge of a nominee's project or program, and who has judged the work to be compatible within the goals of the Prize. *However, all nominations must receive Commissioner or Agency Head endorsement before they are submitted for consideration by the Hayes Prize Committee.* People making nominations do not have to be members of the nominee's agency or department, nor do they have to be employees of the City or other public sector organizations. Self-nominations will not be accepted.

## 3. **What must be submitted?**

- A completed agency endorsement and candidate profile forms
- A current resume for each nominee
- A complete overview of the project or program of the nominated individual/team, including the problem that was addressed or the opportunities captured
- Description of the work as related to the Prize criteria:
  - a) Creativity: What makes the project or program innovative, distinctive, or even groundbreaking in improving City government service delivery?
  - b) Execution: How was the project or program undertaken and operationalized?
  - c) Use of analytics: How did the use of data or analytics make the project effective?
  - d) Public Service: How, beyond their work on the project, has the nominated individual or team demonstrated enthusiasm for and a commitment to public service?

**NOTES:** Team award nominations are limited to two (2) persons only. Also, when the two-person team is nominated, both employees should be essentially at the same level within the organization. In these instances, please be clear in the project description about the roles/relationship between the two team members performing the work for which they have been nominated.

*Any questions about the nomination process?* Please contact DCAS Citywide Organizational & Executive Development Programs at [executivedevelopment@dcas.nyc.gov](mailto:executivedevelopment@dcas.nyc.gov), or call 212-386-0004. Questions for the Hayes Prize Committee should be addressed to: [hayesprize@fredhayes.info](mailto:hayesprize@fredhayes.info).

# THE HAYES PRIZE: AGENCY ENDORSEMENT

**INSTRUCTIONS:** Please complete the agency endorsement and nominee profile forms, including the Commissioner or Agency Head endorsement, and submit them with the project description worksheets by **Thursday, September 16, 2021**.

**Today's Date:** \_\_\_\_\_

## PERSON AND AGENCY MAKING NOMINATION:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Email: \_\_\_\_\_

Relationship to Nominee(s): \_\_\_\_\_

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## NOMINEE'S AGENCY PERSONNEL OFFICER TO BE CONTACTED WHEN NEEDED:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Agency Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Email: \_\_\_\_\_

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## \*NOMINEE'S AGENCY COMMISSIONER OR AGENCY HEAD ENDORSEMENT (Required):

\_\_\_\_\_

Print Your Name

Signature

Date

\*NOTE: All nominations for the Frederick O'Reilly Hayes Prize must receive agency endorsement before they can be considered.

# THE HAYES PRIZE: NOMINEE PROFILE(S)

## Nominee #1: Profile Information

1. Last Name: \_\_\_\_\_ , First Name: \_\_\_\_\_
  2. Job Title(s): \_\_\_\_\_
  3. Agency: \_\_\_\_\_; Abbrev: \_\_\_\_\_
  4. Agency Address: \_\_\_\_\_
  5. Department (unit, etc.): \_\_\_\_\_
  6. Date Nominee entered City Service: \_\_\_\_\_
  7. Business Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_
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## \*Nominee #2: Profile Information

1. Last Name: \_\_\_\_\_ , First Name: \_\_\_\_\_
2. Job Title(s): \_\_\_\_\_
3. Agency: \_\_\_\_\_; Abbrev: \_\_\_\_\_
4. Agency Address: \_\_\_\_\_
5. Department (unit, etc.): \_\_\_\_\_
6. Date Nominee entered City Service: \_\_\_\_\_
7. Business Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

*\*The name of "Nominee #2" is required only if a two-person team is being nominated for the Prize.*

NOTE: The Selection Committee may contact people familiar with the nominee(s), including the nominator, for additional information about the project or program being considered.

# THE HAYES PRIZE: PROJECT DESCRIPTION WORKSHEET

**INSTRUCTIONS:** Please use the following worksheets to explain the project or program. Answer each question thoroughly.

*Page 1 of 2:* Last Name: \_\_\_\_\_, First Name: \_\_\_\_\_

1. In the space below, provide an overview of existing/anticipated problem(s) or potential opportunities that necessitated the solution. What was the need for the solution? Why does the initiative (project, program, etc.) match the ideas and ideals of this award? (Attach additional documents and/or support materials, as needed.)

# THE HAYES PRIZE: PROJECT DESCRIPTION WORKSHEET

*Page 2 of 2:* Last Name: \_\_\_\_\_, First Name: \_\_\_\_\_

2. In the space below, explain specifically the work done to address the problem(s) or opportunities. Provide a detailed description of the initiative (project, program, etc.) - making certain to emphasize the four Prize criteria: Creativity, Execution, Use of Analytics, and Public Service (see page 3). If this is a two-person nomination, include a description of the division of labor that existed in the team to help the Prize Committee understand 'who did what' and its value to the initiative. (Attach additional documents and/or support materials, as needed.)



# THE HAYES PRIZE NOMINATION PACKET CHECKLIST

## *Application Package Checklist:*

Please check (  ) that you have gathered all the required items before submitting the application for consideration:

- Part 1: Agency Endorsement + Nominee Profile(s), including resume(s)
- Part 2: Project Description Worksheets and Support Materials
- Part 3: Signed Commissioner/Agency Head Endorsement

Please note that, only completed applications that include Commissioner/Agency Head endorsement will be considered.

## *Submission Details:*

Completed applications will be accepted until **September 16, 2021**, and should be submitted to:

<b><u>Inter-Agency Postal Service</u></b>  Citywide Organizational & Executive Development Programs <b>Frederick O'Reilly Hayes Prize</b> <b>Department of Citywide Administrative Services</b> 1 Centre Street, Room 2445 New York, NY 10007	<b><u>OR</u></b>	<b><u>E-mail</u></b>  Send <b>one</b> e-mail with all application materials attached in PDF format; Subject: "Hayes Prize 2021" to <a href="mailto:executivedevelopment@dca.nyc.gov">executivedevelopment@dca.nyc.gov</a>
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## *Program inquiries should be directed to:*

Citywide Organizational & Executive Development Programs  
(212) 386-0004  
[www.nyc.gov/executivedevelopment](http://www.nyc.gov/executivedevelopment)

**THE FREDERICK O'REILLY HAYES PRIZE  
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WEBSITE: [WWW.FREDHAYES.INFO](http://WWW.FREDHAYES.INFO)



**CITY OF NEW YORK**

BILL DE BLASIO  
MAYOR

**DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES**

LISETTE CAMILO  
COMMISSIONER

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