

## Objective of “Forging the Future of Florida PALM” Award

To recognize employees who demonstrate commitment to readying the office for implementation of Florida PALM. This demonstrated effort is evaluated based on the following criteria:

- (1) **Operational effectiveness:** Achieved strategic or performance goals and objectives in an exemplary fashion. Demonstrated through specific actions linked to improved operations in the financial management space and the future implementation of Florida PALM that resulted in resource management economies and efficiencies. Exhibited superior knowledge and application of financial regulations, procedures, statues, or information technologies.
- (2) **Innovation and creativity:** Contributed to management or process improvements that facilitated better business outcomes and reduced costs, or that improved the accuracy and integrity of management information and strengthened decision support.
- (3) **Integrity and character:** Adhered to and maintained high ethical standards and integrity regarding financial management policies, procedures, and principles. Demonstrated these characteristics for colleagues and encouraged others to do the same.
- (4) **Internal controls:** Improved internal controls in his/her office to provide better accountability over assets, ensured reliable financial reporting, improved compliance with laws and regulations, and/or reduced vulnerability to waste, fraud, and mismanagement.
- (5) **Positiveness toward change:** Showed a willingness to embrace changes to existing methods and practices. Embraced efforts to add efficiencies to processes, and/or created opportunities to build relationships between teams across administrative services.

Why this Award?

Elevated employee morale through the following intrinsic benefits:

1. Sense of Gratification and Belonging – Employees like being praised for their efforts and hardships. The sense of gratification that they get motivates them to do more. Few things can surpass the satisfaction that an employee gets by being praised in front of their colleagues. Also, when the other employees see recognition for the extra effort they put in their work, it instills a deeper sense of belonging to the organization.
2. Enhanced Company Culture – The company culture within an organization is one of the most important factors that decide its success. In a few words, the company culture is the culmination of an organizations' aims, ideologies, and overall perspective about all the things associated. Acknowledging an employee's efforts positively affects the company culture by flourishing the essence of respect for everyone working in the organization. Also, having a great company culture helps attract the best talents for work.
3. High Employee Morale – During the initial days of their jobs, every employee delivers their assigned duties with enthusiasm and confidence. However, as days pass, their

confidence and motivation take a hit often due to the repetitive work cycle. This tendency can be mitigated by implementing an employee awards program. When an employee sees appreciation for their efforts, they feel worthy. Additionally, knowing that their work is benefiting the organization lifts their morale and may result in reduced employee burnout, absenteeism, and attrition.

4. Acts as an Inspiration for Others – Coworkers draw inspiration from individuals who do a great job and are honored for their achievements. Similarly, when a recognition award is given to any employee, it motivates them and inspires all the other team members to give their best at work. This way, all employees would engage themselves in a healthy competition, further nurturing their skills and abilities.
5. Helps in Retaining the Best Talents – "Employees don't leave the company; they leave their bosses." One of the prime reasons for employees leaving their organization is the lack of a culture of appreciation. Today's workforce wants their efforts to be valued and appreciated. Appreciating employees gives them a reason to stay connected to their organization and subsequently helps retain their best talents and build a better work culture within the organization.
6. Strengthens Workplace Relationship – When everyone in the workplace pulls oars in the same direction, moving the boat toward achievement of even the most rigid goals becomes much easier. For this reason, maintaining a good relationship with everyone in the workplace is very important. Though there are diverse methods of strengthening the employee-employer relationship, having an employee recognition awards program acts as a catalyst for other efforts. Further, encouraging peer-to-peer recognition in the workplace helps employers promote camaraderie amongst the employees. Thus, enhancing the professional relationship between everyone in the workplace.

Planned implementation strategy: This award is intended to be of low or no cost to the organization as its primary purpose is to give a “pat-on-the-back” for those going above and beyond for organizational PALM readiness. The FFFP Award is intended to be awarded on a monthly or quarterly basis to maximize opportunity for recognition.

Nomination process: Selected by the SME is a business area through a brief narrative (500 words or less) justifying the nomination. Since there may be more than one nominee per award cycle, final selection determined by agency CCN network.

Recommended materials:

1. A PALM tree cutout or inflatable (3-5 feet tall) that will be placed outside of the door or cubical of the awardee. This item will move as the monthly or quarterly award shifts to new recipient.
2. A small PALM tree trophy that the recipient will retain after the award moves to another awardee.