



Guidelines for Completing Your State’s 2021 Standard of Excellence Submission Form

Below are instructions, guidance, and suggestions to support the completion of your State’s 2021 State Standard of Excellence Submission Form.

Formsite Technical Instructions

- Each state has been provided unique log-in information. Please contact states@results4america.org to request a log-in and assistance. **If you have forgotten your password please contact Results for America.**
- Once you begin your state’s submission, you can save your progress and return to the form at any time. **Be sure to press the “save progress” button** located at the bottom of the page regularly. **You must hit save progress to save content between sessions.**
- To help with **navigating** to particular parts of the form, use **“control + f” or “command + f”** to **quickly search** for relevant criteria/sub-criteria.
- If you are returning to a partially completed response, after logging-in, click **“Edit”** to continue working on the submission previously saved.
- When you are ready to **complete your submission**, navigate to the very end of this form using the **“next”** button at the bottom of the page and press **“submit”**.
- Once you press submit, you will receive a **copy of your submission** via email.

Responding to Criteria and Sub-criteria

For each sub-criteria, please respond in 2-4 sentences (230 word limit) by describing how your state meets the sub-criteria and the outcomes it has achieved.

- Responses should capture **current and existing** policies, practices, systems, and programs in place as of July 2021.
- Responses should capture your state’s **implementation of American Rescue Plan** efforts, when relevant to data and evidence, as well as efforts to respond to COVID-19.
- Responses should capture your state’s efforts **to advance racial equity through evidence-based and data-driven policy.**

Please ensure that responses include hyperlinks to publicly available policies, legislation, documents, guidance, memos, job descriptions, contracts, reports, evaluations, etc. These links allow Results for America to vet submitted state examples and provide an important resource for other state governments in the published State Standard of Excellence.

If you have information that is responsive to a criteria question but does not fit into the specific sub-criteria questions then please write this more general summary in the response field in the first sub-criteria (i.e. 1.1, 2.1, etc). If you have any questions, please contact states@results4america.org for assistance.

Supplemental Documentation

The supplemental documentation allows states to upload additional non-public information that provides further context to the state’s response. For each document, please describe it and how it supports the response to the sub-criteria. Please limit file sizes to less than 25 MB.



Note on incorporation of Racial Equity in the 2021 State Standard of Excellence

The revised 2021 State Standard of Excellence works to integrate considerations of racial equity throughout the criteria and sub-criteria. Results for America adopts the [Government Alliance for Racial Equity](#) definition that racial equity is when:

“Race can no longer be used to predict life outcomes and outcomes for all groups are improved.”

Results for America focuses on race because of the unique and pervasive role that racism has played in our country’s founding and development through to present day. The strategies and approaches here could also be replicated for other types of inequities where appropriate and Results for America encourages states to share those practices as well. The incorporation of racial equity in this State Standard of Excellence will continue to evolve with our understanding and the feedback Results for America receives from states and other partners.

Additional Tips and Suggestions

In preparation for your response to the State Standard of Excellence, please consider collecting the following documents for reference and to provide as documentation.

- Executive orders, legislation, guidance, or mandates on data-driven and evidence-based policy
- Statewide strategic plan, goals, and/or dashboard
- Information about statewide performance, innovation, data, and evaluation leadership roles
- Information about statewide performance management systems/continuous improvement processes
- FY21 (or most recent) enacted state budget, relevant budget guidance for state agencies, and budget forms
- Information about the state’s five largest grant competitions, their funding levels, and any state grants that are distributed based on evidence, including their requests for proposal
- Results-oriented human services contracts

2021 Publication Timeline and Deadlines

Date	Deliverable
May 25, 2021	Results for America releases 2021 State Standard of Excellence Submission Form
July 12, 2021	States complete 2021 State Standard Submission Form for review by Results for America
August 16, 2021	Results for America requests additional information from states based on examples submitted
September 17, 2021	States submit revisions for final review by Results for America
December 2021	2021 Invest in What Works State Standard of Excellence launched

Please email states@results4america.org if you have any questions or need technical support.