Project of the Year

**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM**

**Please read and understand the criteria and guidelines before completing this form.**

**Guidelines on ‘How to Enter’ can be found at** <http://ckegroup.org/cexcellenceyh/ceyh-awards-2020/>

**Please remember that:**

1. Information above the specified word limits will not be taken into consideration.
2. Charts and photos should be embedded in the word document where possible (captions are not part of the word count). Total submission length - maximum 15 pages.
3. Appendices will not be reviewed as part of the submission.

**Category Description:**

**Project of the Year delivers outstanding outcomes for all those involved in a construction project. It showcases the benefits achieved through the application of many of the principles described in the other award categories. Because of the diversity of potential projects, this category is split into two awards: Building Project of the Year and Civils Project of the Year.**

The winner is as likely to be an outstanding local project as a high-profile landmark, but whatever it is all parties will be proud of and inspired by it: the designers, constructors and clients. To impress the judges enough to win this award your entry will evidence an outstanding project that:

1. Demonstrates great team working between the client and entire supply chain; employing collaborative working tools.
2. Was delivered before the programmed completion date, below the approved cost plan and to quality exceeding expectation whilst delivering the highest of health and safety standards.
3. Achieved the lowest environmental impacts.
4. Delivered outstanding customer satisfaction and may have also received praise from other stakeholders.
5. Demonstrates the highest levels of the application of best practice, innovation and technical achievement to overcome the project’s challenges.

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| **Entry Checklist:**   1. **Completed entry form** – low resolution images can be embedded to support your entry. 2. **Logos** – for all key parties that should be recognised for the award (original .eps files). 3. **High resolution images** (print quality) – up to 5 photos.   **If you have any queries, please call/email the CEYH team:**  Tel: (Liz Schofield) 0113 812 1902 or (Donna Lee) 0113 812 7601  All entries should be sent via email to [ceyhawards@leedsbeckett.ac.uk](mailto:ceyhawards@leedsbeckett.ac.uk) |

Project of the Year

**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM SECTION 1 OF 3**

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| **Entry name** |  |

Maximum 70 characters (with spaces). This name will be on the award if successful.

**Applicant’s contact details:**

|  |  |
| --- | --- |
| Name |  |
| Organisation |  |
| Email |  |
| Telephone |  |
| Address |  |
| Postcode |  |

**Organisations to be credited:**

Please list the client related to this submission:

|  |  |
| --- | --- |
| **Client** |  |
| Contact name |  |
| Email |  |

Please list all organisations that should be credited in relation to this submission:

|  |  |
| --- | --- |
| **Organisation** |  |
| Contact name |  |
| Email |  |

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| **Organisation** |  |
| Contact name |  |
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**IMPORTANT:** Logos – please supply HIGH QUALITY **.eps** or **.jpeg** logo files for all organisations mentioned.

These logos will be etched onto the glass trophies presented to winners.

Project of the Year

**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM PROJECT DETAILS │ SECTION 2 OF 3**

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| **Which award are you entering?**  (check appropriate box) | Building Project of the Year: | Civils Project of the Year: |
| **Project name** |  | |
| **Project location** |  | |
| **Project timescales or phase** | Start date: | End date: |
| **Project contract value** |  | |
| **Type of work**  (e.g. new build, refurb) |  | |
| **Type of client**  (e.g. housing association, developer, gov. department) |  | |
| **Construction product**  (e.g. school, housing, road) |  | |
| **Approx. m2** |  | |

Project of the Year

**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM YOUR SUBMISSION │ SECTION 3 OF 3**

**Please note:** if you are unable to insert images directly into the cell, please use space between each question to insert images.

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| 1. **Summary** (**max. 500 words**)   \* Please provide a **clear summary** of all key messages and aspects of the submission. This section will be used for marketing purposes. A clear and full answer ensures we showcase your project effectively. \*  **Guidance questions:** What makes this project a winning entry? Why do you think this work stands out from the crowd? How do you suggest we share this with the industry? |
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| 1. **Background:** Describe the circumstances or challenges faced in the delivery of this project. (**max. 250 words**) |
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| 1. **How has teamwork and collaboration touched all parties and led to a better outcome?** (**max. 250 words**) |
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| 1. **How has completion on time, budget and to specified quality been improved upon without health and safety compromises?** (**max. 250 words**) |
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| 1. **How has environmental impact been taken to lower levels?** (**max. 250 words**) |
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| 1. **How has the customer and other stakeholders reacted to your work?** (**max. 250 words**) |
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| 1. **What unique challenges were met by innovation, technical achievement and applying best practice?** (**max. 250 words**) |
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| 1. **3 winning facts about your submission**   Ensure you highlight 3 **key** achievements. This may be published by Constructing Excellence. | |
| **1** |  |
| **2** |  |
| **3** |  |