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**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**](http://ckegroup.org/cexcellenceyh)

**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.
4. High resolution images to be sent as a separate folder.

**Category Description:**

**Judges are looking for an initiative, project or series of projects that has focused on the value of facilities in use and the outcomes for owners and users. Good facilities add value by enabling owners and/or users to live or work better in them.**

Winners will demonstrate how whole life cost and value have been considered from the outset; combining capital costs of construction with maintenance, operational and occupiers’ costs. The most important factor will have been the outcomes for the owners and users of the facilities, and these should have been a key driver throughout the design and construction process.

Entrants should be able to evidence the balance of expenditure between design, construction and operation, and must provide evidence or forecasts for improved outcomes for owners and/or users. Such outcomes may be financial, social or environmental.

Winning exemplars of Value will demonstrate some of the following attributes:

1. Increased value for owners and/or users and better outcomes for all stakeholders.
2. Value for owners and/or users a key driver throughout the design and construction process.
3. Supplier engagement to ensure value outcomes are understood and maintained.
4. Examples of where decisions were determined by future outcomes/benefits ahead of short-term considerations.
5. Performance data collected and compared against modelling/forecasts.

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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  **How to submit**  All entries should be sent via email to [ceyhawards@leedsbeckett.ac.uk](mailto:ceyhawards@leedsbeckett.ac.uk) . You will receive an email confirmation of receipt. We aim to send this within 3 working days of submission subject to how many entries we receive. |

**Further guidance:**

**The Constructing Excellence Awards ‘recognise the best and inspire the rest’**

**What makes your submission special?**

We want to know if you are doing something new or different **or** doing something common to the industry but better than anyone else. It could be how you manage a specific process or a wide-ranging programme. It doesn’t need to be technologically cutting edge, but it does need to be exemplary.

**Can you demonstrate real benefits?**

We want data. You needn’t submit all your data, but we need to know that you have changed or achieved something through some measurable information. Did you do it better or with increased satisfaction to your clients?

**Is it honest?**

We are not looking for marketing information. We want real stories which give an honest summary of all the issues that you have overcome to deliver.

**Address the category criteria and make sure the judges understand:**

**Actions:** What actions were taken to deliver outstanding outcomes?

**Impact:** What results were achieved and what evidence can you provide?

**Lessons learned:** What lessons have been learned through this work and how have they been shared?

**Good luck!**

The Constructing Excellence Yorkshire and Humber Team

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**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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| **ELIGIBILITY CHECK** | **Does this entry relate** primarily to work carried out between ***January 2022 and December 2022? \****Please note that any projects mentioned do not need to be completed in 2022, started in 2022 or completed at all (they can be ongoing). As long as they have been worked on in this period then they are considered eligible. Upgrades or reworks on completed projects also count. |
|  | Y/N |

Value

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

|  |  |  |
| --- | --- | --- |
| **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** |  | |

Value

**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 submission a winning entry? Why do you think this work stands out from the crowd and how do you suggest we share this with the industry? |
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| 1. **Background:** Describe the circumstances or challenges faced in relation to this entry. (**max. 250 words**) |
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| 1. **How did the team ensure that they clearly understood what ‘value’ (financial and non-financial) meant to each stakeholder group (end users/ owners/constructors)?** (**max. 250 words**) |
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| 1. **How was stakeholders’ value integrated into the design and delivery of the project?** (**max. 250 words**) |
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| 1. **How was the whole supply chain engaged to ensure they fully understood the value required by each stakeholder?** (**max. 250 words**) |
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| 1. **Provide examples of where decisions were determined by future outcomes/benefits ahead of short-term considerations/costs.** (**max. 250 words**) |
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| 1. **How was actual performance data collected and compared against modelling/forecasts?** (**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 Yorkshire and Humber. | |
| **1** |  |
| **2** |  |
| **3** |  |