



THE CHARTERED BODY FOR THE PROJECT PROFESSION

# APPM

## PROJECT MANAGEMENT AWARDS

### ENTRY GUIDE

Headline Sponsor



#APMawards

# Introduction to the awards

The APM Project Management Awards are back for 2020 and the search is on for the profession's finest people and projects, celebrating incredible project success from all over the globe.

Sponsored by RPC UK Ltd, the APM Project Management Awards are now calling on the profession to put themselves, their colleagues and their projects forward to be recognised by the project profession's only chartered body; APM.

Running for over 20 years, the Awards includes 16 categories, carefully designed to recognise the very best individuals, projects, programmes and project management organisations of all shapes and sizes.

Winners, selected by our team of leading industry experts, are awarded at our glittering London award ceremony – a major calendar highlight for all involved.

## Key Dates

### Entries open

Midnight, Monday 20 April

### Entries closed

5pm, Monday 15 June

### Finalists announced

Thursday 23 July

### Stage 2 presentations

Monday 7 – Friday 11 Sept

### Awards ceremony

Monday 16 November

"This is a celebration of great projects and inspiring professionals across a wide range of sectors,"

**Sue Kershaw, APM president**



## A winning opportunity

There are a staggering number of benefits and opportunities from entering the awards to consider:

### Recognition

Once listed as a finalist, a badge of recognition will be provided to add to your email signature and social media, letting your business contacts know of your success and enticing new customers to take an interest in your achievements

### Exposure

Award winners will be included in Project Magazine and APM's substantial marketing campaign. Past winners have also been presented with a number of opportunities including speaking at events and contributing to publications, creating vast exposure of your winning project/programme/portfolio.

### Reputation

Winning an APM award can only have a positive impact on your reputation. Current clients will be thrilled to know that they are working with the organisation recognised as best in the industry. Potential customers will be impressed by your achievement and feel more confident in trusting an award-winning organisation.

### Motivation

Being linked to an award-winning project/programme/portfolio is a great way to motivate and encourage staff to take great pride in their work and reward them for their hard work. The awards ceremony is also a way of showing gratitude to your employees whilst presenting them with exceptional networking opportunities and the chance to see an exclusive look into the latest projects across the globe.



# Category Overview

## Innovation in projects

### 1 stage

Projects/programmes/portfolios that have developed innovative methods, tools or approaches, within the project profession, to enhance and support successful delivery.

## Shell HSE award

### 1 stage

Projects / programmes / organisations that have delivered the greatest HSE benefit to their project teams, clients and wider stakeholders OR a significant achievement that has been made in any or all the fields of Health, Safety, Security or Environment.

## Mike Nichols award

### for inspiration

### 1 stage

Recognising inspirational individuals, projects, programmes and organisations, and their contribution to successful transformational change for the world and society.

## Contribution to the profession

### 2 stage

- **Company**
- **Consultancy**
- **Charity/Not-for-profit**

These three separate awards are to recognise excellence and good practice at an organisational level, demonstrating effective project delivery and a demonstrable commitment to the improvement and development of the project management profession.

## PMO of the year

### 2 stage

A PMO is often the driver for improved project management maturity within an organisation. This award recognises the PMO that has delivered the greatest benefit for their organisation and wider stakeholders.

## Programme of the year

### 2 stage

Recognising the stories behind the programmes and people that have delivered the greatest benefit to their clients, project teams and wider stakeholders. To be eligible in this category you must be able to demonstrate the successful completion of at least one third of the projects and workstreams within the nominated programme.

## Project professional

### of the year

### 2 stage

A project professional (30 years and over) who has delivered the greatest benefit to their clients, project teams and wider stakeholders.

## Young project professional

### of the year

### 2 stage

A project professional (29 years and under) who has delivered the greatest benefit to their clients, project teams and wider stakeholders.

## Project of the year

### 2 stage

- **Transformation**
- **Technology**
- **Social**
- **Engineering, Construction & Infrastructure**

These four separate awards look for the stories behind the projects and people that have delivered the greatest benefit to their clients, project teams and wider stakeholders. Winners of each Project of the Year subcategory will be entered into the overall project of the year category, of which there is one winner.

"Winning an award has really raised my profile, both for my career and networking"



# FAQ's

## Do I have to be an APM member to enter?

The APM Project Management Awards is designed to be inclusive and therefore both members and non-members may enter the awards.

## What is the cost of entry?

Entry into the APM Project Management Awards is free of charge to ensure all projects/programmes/portfolios are given the opportunity to be recognised irrespective of budget. We of course encourage our finalists to attend the awards ceremony which is a chargeable event.

## If my organisation are sponsoring an award can I still enter the awards?

Although you will not be eligible to enter the category that your organisation is sponsoring, you may still enter under an alternative category.

## Are extensions to the entry deadline granted?

We do not grant deadline extensions in order to ensure a fair process for all, therefore ensure you have planned your time wisely.

## What is a plain text entry?

Plain text supports standard characters, including numbers, symbols, and spaces, but does not support any type of text formatting.

## What is the difference between a one stage and two stage category?

### One stage

These categories are scored by our judging panel solely based on their 3000-word written entry and supporting information. This includes: Mike Nichols award, Shell HSSE Award and Innovation in Projects award.

### Two stage

Entrants face two rounds of judging, first on their 3000-word written entry and then selected finalists proceed to stage two where they are invited to London to bring their project to life by presenting to the judging panel.

## Do I have to attend in person for stage two judging?

We recommend that at least one member of your team attends the stage two judging process as this creates a better rapport with the judging panel. This does not necessarily have to be the person that wrote your entry so consider carefully who has the best presentation skills and knowledge of the project/programme/portfolio.

## When will tables at the awards ceremony become available to book?

Packages to attend the awards ceremony will become available for purchase via our website once finalists are announced on 23 July 2020.

# Seven steps to success

## 1

### Consider carefully which category you enter

Although your project/programme may be eligible for more than one category you may only enter a project/programme once so choose wisely to give yourselves the best chance of winning.

## 3

### Consider what is the category focus

Is it about you as an individual, a specific project/programme or your impact on the project profession as a whole? Tailor your entry to encompass the correct focus.

## 5

### Be clear

Remember the judges do not know your project like you do. It's best to avoid jargon in your submission and if you have used acronyms make sure you have explained them. Judges cannot award marks if they don't understand what you are referring to.

## 7

### Enjoy the process

Passion and enthusiasm about your work makes an entry far more enjoyable to read – you are proud of your achievements, so why not let this shine through in your submission?

## 2

### Check the rules of entry to ensure your entry is eligible

There is nothing worse than putting in the effort of entering just to be told you are not eligible; check you have complied with each rule as this will of course be checked. If in doubt, please ask us.

## 4

### Refer to the entry criteria whilst writing your entry

The criteria has been carefully written for each category and it's crucial you ensure you consider every part of it when creating your submission. The criteria weightings give a clear indication as to what should be your main focus so be sure to understand these when planning your entry.

## 6

### Be honest

As well as hearing about your achievements, judges also really want to understand the challenges and issues you experienced on the project journey and how you overcame them to get to the successful end result. It's tempting to leave any negative points out, but this might mean you are not presenting the whole story to the judges, which could affect your marks.



**"Winning an APM award gave me a lot of confidence as an individual and as a project manager"**

## Become a volunteer judge

Judging the APM Project Management Awards is an elite role that exemplifies your experience throughout the project profession. It is a fantastic way to give back to the profession whilst gaining a unique insight into the most recent projects and programmes to have come to fruition. It is essential to APM that the entries for the Project Management Awards are scrutinised and judged by well-respected professionals with the relevant level and type of experience.

Only Chartered Project Professionals, APM Fellows, Honorary Fellows of APM, APM Award winners from the last two years and those holding the RPP qualification are eligible to apply to judge for the APM Awards.

Recruitment for this year's judging panels is now complete, however should you wish to find out more about next year's application process please email [awards@apm.org.uk](mailto:awards@apm.org.uk)

## Moving on to becoming a category sponsor

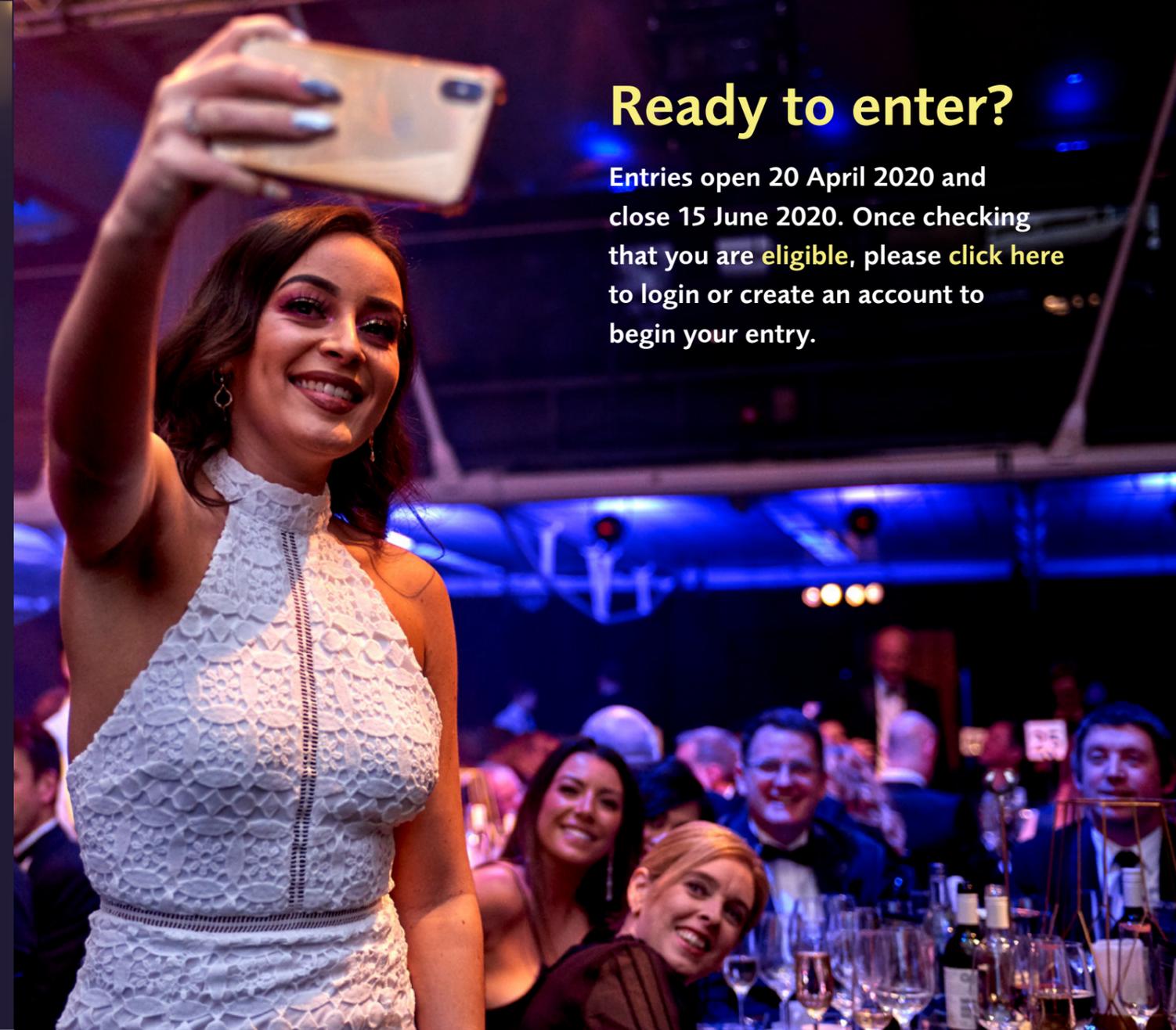
Sponsorship is a fantastic way to position your organisation as a supporter of the profession and to align to the values of APM. The ceremony also allows for extensive networking in a unique environment – an excellent way to make new connections as well as retaining current clientele.

With numerous opportunities available there is something for everybody. Category sponsors are granted a vast array of branding opportunities, a prime table at the ceremony and the chance to present your chosen category award to the winner.

Please contact our sponsorship manager Kate ([kate.ferrier@apm.org.uk](mailto:kate.ferrier@apm.org.uk)) should you be interested in sponsoring this year's awards.

## Ready to enter?

Entries open 20 April 2020 and close 15 June 2020. Once checking that you are **eligible**, please **click here** to login or create an account to begin your entry.



APM  
PROJECT MANAGEMENT  
AWARDS

Headline Sponsor

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