

# APM EVENTS



THE CHARTERED BODY FOR THE PROJECT PROFESSION



Everyone wants to win an APM Award. It's arguably the most sought-after method of recognition in the profession. Our Project Management Awards celebrate excellence, endorse innovation and have the power to enhance careers. We're supported by our generous headline sponsor, RPC UK Ltd, and we welcome entries from all sectors across the globe.

## CONTRIBUTION TO PROJECT MANAGEMENT

### Category Criteria

This applies to company or consultancy, small to medium enterprise and not-for-profit categories. Please read this carefully before submitting your entry.

#### PEOPLE

Weighting: 40%

##### Training and development:

Tell us about the training and development opportunities in your organisation's project staff and the enhancement of good project delivery practice. Explain how development needs are identified and how the impact is measured. Include both formal and less formal approaches to learning and development.

##### Cultural and change management:

How does your organisation assess the internal impact of a project? Provide case study evidence of projects that have required behavioural/cultural change and tell us how you ensured that this change was managed effectively.

##### Encouraging innovation and building good practice:

How do you support your project professionals to achieve their best and encourage innovation within these teams? Please provide examples of this from within the last 12 months. What does your organisation do to enable its project professionals to share good practice and improve capability?

##### Career development and professionalism:

Describe the career paths for project professionals within your organisation. How do you attract, develop and retain project professionals who have the right skills, competencies and expertise to build sustainable and professional project management practice? How do you then ensure projects are appropriately resourced, with a diverse range of people?

## Processes

Weighting: 40%

### Project assurance and performance management:

Describe your processes for project assurance. Explain who carries out your assurance reviews and explain how assurance fits into overall project governance and reporting.

### Project tools and methodologies:

Outline your approach to project management. What specific tools, techniques and methodologies do you use and why? How do you achieve innovation in these? Please provide case study examples of ways in which the adoption of these tools has supported effective delivery and improved project outcomes.

### Information and knowledge management:

How is project information captured and shared within your organisation's project community? How do you ensure project data is managed safely and shared securely and compliantly? Describe the process by which you capture learning within projects, and explain how this is used to improve project delivery going forward. Tell us about how you are sharing your knowledge and expertise within the wider project profession.

### Effective transition and benefits realisation:

Describe your processes for the final stages of the project life-cycle, providing evidence of a project or projects completed in the last 12 months that have successfully transitioned into operational use. How did you measure the success of these project(s) and how did benefits are identified, tracked and realised?

## Organisational design

Weighting: 20%

### Strategy and vision:

Summarise your organisation's vision, strategy and structure, showing how project management is integrated. Describe the role of projects and programmes in contributing to your organisation's strategic goals.

### Organisational development and transformation:

How does your organisation ensure it remains "fit for purpose" to both deliver on its current strategy and meet the challenges of the future? Describe how your organisation identifies the need for change and its approach to organisational development and transformation. Has the application of project management techniques and approaches supported the organisation in this area?

### Leadership and project sponsorship:

Describe the role of senior responsible project "owner" within your organisation. How are project leaders and sponsors chosen and developed and who are they accountable to? Tell us what makes project leadership in your organisation outstanding.