



# PROJECT MANAGEMENT AWARDS

## ENTRY GUIDE

Headline Sponsor



#APMawards

# Introduction to the awards

The APM Project Management Awards, sponsored by RPC UK Ltd, are back for 2022 and the search is on for the profession's finest people and projects, celebrating incredible project success from all over the globe.

We are now calling on you to put yourselves, your colleagues and their projects forward to be recognised by us, the only chartered membership organisation for the project profession in the world.

Running for over 20 years, the awards includes a variety of categories 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**

10am, Tuesday 12 April

## **Entries close**

4pm, Thursday 16 June

## Finalists announced

Thursday 28 July

## **Stage 2 presentations**

Monday 5 – Friday 9 September

## Awards ceremony

Monday 21 November



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

**Sue Kershaw, APM president**

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# 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

# 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.

## Exposure

Award winners will be included in *Project Journal* and our 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.

# 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.

# Categories available to enter

## NEW FOR 2022!

The same project or programme (and its material) may now be submitted as the basis for **one entry in each tier of categories AND into our hosted category**. The tiers and categories available to enter are as follows:

### TIER ONE: ORGANISATION

#### Contribution to Project Management

##### Two stage

- Company/Consultancy or;
- Small/Medium Enterprise or;
- 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.

### TIER TWO: PMOs

#### PMO of the Year

##### Two 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.

### TIER FOUR: INDIVIDUAL RECOGNITION

#### Project Professional of the Year

##### Two 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

##### Two stage

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

### TIER THREE: PROJECTS AND PROGRAMMES

#### Project of the Year

##### Two stage

- Transformation or;
- Technology or;
- Social or;
- Engineering, Construction & Infrastructure.

Our highly sought-after project of the year categories are designed to recognise project excellence, both in delivery and outcomes.

#### Programme of the Year

##### Two 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.

### HOSTED CATEGORY

#### Safe Project Management Award, sponsored by Shell

##### One stage

This category aims to recognise a project that demonstrates results achieved with a considerable commitment to safety, as well as protecting people and/or the environment in project management.

Judges will be looking for project teams that are passionate about safety and committed to protecting people and/or the environment.

### DID YOU KNOW?

All entries will automatically be entered into the Innovation in Project Management Award. Additionally, the winners of the Project of the Year Award categories will automatically be entered into the Overall Project of the Year Award. Judges will nominate the entries that meet the criteria and the Awards Steering Group will determine the winners. The winners will be announced on the night.

# FAQs

## 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 is 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 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, so be sure to plan 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 written entry and supporting information.

### Two stage

Entrants face two rounds of judging, first on their written entry and then selected finalists proceed to stage two where they are invited to bring their project to life by presenting virtually to the judging panel - there is no longer a requirement to attend in person.

## Do you accept international entries?

We aim to be inclusive to all and we very much welcome entries from all over the globe.

## 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 Thursday 28 July.

## Can I enter a project/programme more than once?

This year, the rules of entry have changed so that you may now enter the same project/programme once into each tier of awards categories, and into our hosted category. All entries will automatically be in the running to win this year's Innovation in Project Management award.

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

# 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 in each tier so choose wisely to give yourselves the best chance of

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.

3

## Bear in mind 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.

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.

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.

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.

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?

## 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.

Full, Fellow or Honorary Fellow members of our community and APM Award winners from the last two years are eligible to apply to become a judge.

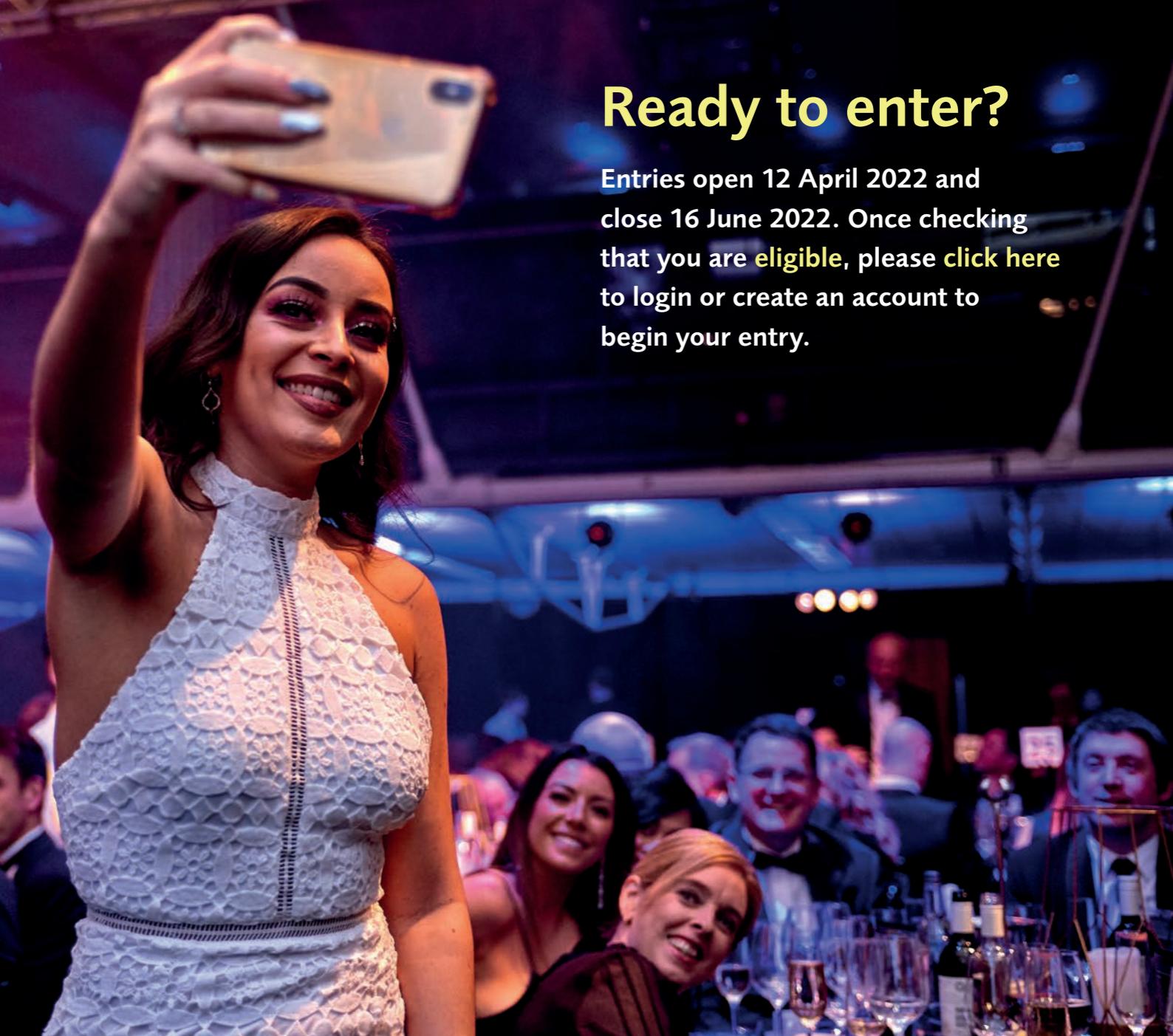
Recruitment for this year's judging panels is open until Friday 13 May. Applications can be made via the Awards pages of the [website](#).

## Gain profile as a category sponsor

Sponsorship is a fantastic way to position your organisation as a supporter of the profession and to align to our values. 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 their chosen category award to the winner.

Please contact our sponsorship manager, Kate Ferrier ([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 12 April 2022 and close 16 June 2022. Once checking that you are **eligible**, please [click here](#) to login or create an account to begin your entry.

**APM**  
PROJECT MANAGEMENT  
AWARDS

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