

Application Form – Project Awards

Please complete all sections of this form and submit it along with the required materials to ice.southwest@ice.org.uk before **5pm** on **4 March 2019**. Please read through the application pack before filling in this form and direct any queries to the ICE South West office.

Nominated project details

Name of project	
Full address of project including postcode	
Date of completion	
Website link to the project	

Please select the relevant categories:

Project Value (choose one): Under £3 Million Over £3 Million

Project Type (choose one): New Build Re-engineered

Project team contact details

Lead company/organisation entering the awards

Name of applicant	
Job title	
Company/organisation	
Company's role in project	
Company address	
Phone number	
Email	
Lead company Press Office/ Communications contact	
Name	
Job title	
Phone number	
Email	

Names of all key partners (e.g. client, consultants, contractors, architects etc.)

Contact name	
Company/organisation	
Company's role in project	
Company address	
Phone number	
Email	

Contact name	
Company/organisation	
Company's role in project	
Company address	
Phone number	
Email	

Contact name	
Company/organisation	
Company's role in project	
Company address	
Phone number	
Email	

Contact name	
Company/organisation	
Company's role in project	
Company address	
Phone number	
Email	

Please continue on a separate page if necessary

Project Summary:

Describe the project in less than 200 words, explaining how the judging criteria have been met and highlighting any other aspects considered relevant for assessment. Refer to the application pack for full eligibility and criteria.

Excellence in Project Management and Financial Control:

Explain how the measures were taken for the project to meet deadlines and budgets in no more than 200 words.

Exemplary Health and Safety Record:

Describe in less than 200 words, what actions were taken to instill a culture of health and safety, minimise accidents and include (if any) how many serious accidents occurred.

Positive impact to the local community or users:

Describe in less than 200 words, how the project has delivered improvements to public spaces, engaged communities and/or made positive impacts on social and natural environments.

More Project Information:

In less than 500 words, tell us about the interesting aspects of the project – its design, building process or usage, or any other feature that you want to highlight for the Judging Panel.

Top Project Facts:

Up to 3 short facts about the project which the reader might find fascinating or impressive. These could be something quantifiable such as the construction height/depth, the number of people who worked on the project or a figure related to the benefit.

Press release form

Part of the work carried out by ICE at a regional level is to celebrate the success of local engineering projects. As such, we would be delighted to send a press release to your South West local papers to highlight your organisations' achievements and help raise the profile of civil engineering as a profession.

List your local media here:

- 1.
- 2.
- 3.
- 4.
- 5.

Local media often wish to include further details. Please answer the questions below for inclusion in your press release:

Please describe what has been achieved in 30 words

What was the main challenge faced during this project e.g. constant traffic or water flow?

Conditions of entry:

- a) Entrants must give full details of ALL project team partners (contractors, consultants etc.) and ensure that information provided in the entry is correct and approved as necessary. ICE South West accepts no responsibility for the publication of inaccurate information supplied with the entry.
- b) Please note that ICE South West will use the contact details provided to communicate with project partners as necessary.
- c) Entry is conditional on entrants agreeing to cooperate with ICE South West in obtaining publicity for their schemes, which may include allowing media access to sites and spokespeople.
- d) Submission of an entry is taken to imply the granting of permission to publish all submitted details and material, including images, of the successful schemes. Material relating to successful entries will be retained for publicity and archive purposes.
- e) All images submitted must clearly show copyright and crediting details, otherwise ICE South West will assume that none are needed.
- f) ICE South West Judging Panel (usually accompanied by a film maker/photographer) will visit the shortlisted projects on 8 - 9 May 2019.
- g) The decisions of the judges in all matters are final. Judges have absolute discretion to reject any entry which does not comply with the requirements of the rules.
- h) Feedback on entries will not generally be given except in exceptional cases and at the discretion of the judges.
- i) By applying for this award, you give permission for ICE South West and its project partners to contact you regarding participation in relevant ICE South West projects and initiatives to showcase inspirational engineering.

Agreement

I declare that I have read, understood and agree to the conditions of entry listed above.

Name (print clearly):

Signature:

Date:

SUBMISSION CHECK LIST:

- Signed completed application forms
- 1,500-word project report with diagrams and images
- PowerPoint presentation (maximum 10 slides) in .ppsx format
- Up to 10 high resolution images 5MB/300 dpi. (photographs and/or drawings) to be submitted via email or Wetransfer to ice.southwest@ice.org.uk
- Completed press release form
- 200-word project summary for use on website for People's Choice Award voting
- Application fee if applicable