

## Energy Infrastructure Project of the Year - Application Form

This award recognises excellence in an energy infrastructure project that has been completed, within the past 18 months.

All energy infrastructure projects are eligible – including wind farms, solar farms, electric car charging stations, water energy etc

Please note your document should be no more than 10 pages (5 double sided sheets) and 2000 words max (including your 250 word summary). If you wish, you may include an appendix of 4 further pages of visuals or photos that you think may be relevant to your entry. **3 Copies of all material must be submitted**

Summary	In no more than 250 words summarise why your company deserves to win this award in 2022.
Project Description	Please provide a brief description of the project including the brief, overall contract value, square footage, and the dates of commencement and completion.
Project Team	Please include a full list of the project team involved, i.e., client, designers, architects, engineers, project managers, contractors, key suppliers, etc.
Planning & Project Management	Why was this project commissioned? What strategy was undertaken to achieve the project's aims and objectives? Was the project delivered on time and within budget?
Project Innovation and Excellence	Explain why you feel this project deserves special recognition for this award, highlighting any innovations introduced.
Health & Safety	Outline the Health and Safety initiatives in place during the project.
Sustainability	What steps were taken to improve energy efficiency, increase use of renewables/ reduce emissions etc
Competitive Edge	Other relevant information to back up your application

### Essential tips for a successful entry

A successful application must address all of the points above. Marks will be allocated only on the evidence provided.

Use the above headings shown to highlight your answers to those specific questions. DO NOT include company marketing brochures in your entry.

Include information on your exceptional successes during the year such as business systems, innovations or techniques that have reaped significant benefits. Concentrate on facts that can be substantiated

You can use bullet points, charts and photographs in your submission. 4 extra pages (in addition to the original 10 pages) of charts and photographs, which are particularly important for the judges to be able to see your projects or innovations, can be included.

Don't underestimate the presentation! – the better impression you make with the judges could improve your chances in a tight race. Please remember that **ONLY THE FIRST 10 PAGES** of core information (and the 4 pages of visuals/photographs of supporting material that you may have provided as an appendix) of your submission will be assessed.

## Application (please complete in block capitals)

Contact Name	
Job Title	
Company Name	
Address	
Telephone	
Email	
Tax Registration No.	

NB. This form must be signed by a Director, Chairman or Chief Executive of your organisation

Date	
Signed	
Name in Caps	
Job Title	

### Client References

Please fill in details of at least one client we can contact in relation to this project

#### Client Reference 1

Client Company Name	
Client Contact Name	
Client Phone Number	

#### Client Reference 2

Client Company Name	
Client Contact Name	
Client Phone Number	

### Checklist

- ☐ Have you filled in your contact details on the entry form?
- ☐ Have you filled out the relevant form and/or provided evidence (photographic or other) where appropriate?
- ☐ Have you provided three unbound copies of all entry material including the completed entry form