

Thank you for nominating a PROJECT OF THE YEAR. This is a great way to recognize a 2019 PROJECT that was well structured and delivered excellent results. All nominated PROJECTS will receive Two Tickets to attend and recognition at the **Project Management Excellence Awards Dinner May 23, 2020**, Jackson Center, Huntsville, AL.

**The PROJECT OF THE YEAR Winner will receive:**

- Award presented at the event for the selected Project
- Award for the honor of being nominated
- Mention of the Award in the local press
- Two Tickets to attend the Event

**Application Criteria:** (PROJECT must have been completed in 2019. PMI membership is not required of the nominee or nominator.)

**LENGTH:** 2 pages max, 10pt type minimum, Word document

**APPLICANT INFORMATION:**

1. Company Name
2. Nominee(s) / Project Manager's Name(s)
3. Nominator Contact Information: Name, Phone, Email

**INTRODUCTION/SUMMARY:**

1. PROJECT Name
2. Provide a brief overview of the project.
3. List the top three reasons why this project should receive the *PMI-NAC Excellence Award for PROJECT of the Year*.

**BODY/PROJECT DETAILS:**

1. **Schedule** – Show that the project schedule was effectively developed and managed by describing the processes or techniques used and how the effective management of the schedule contributed to the success of the project.
2. **Cost** – Show that the project cost was effectively developed and managed by describing the processes or techniques used and how the effective management of the cost contributed to the success of the project.
3. **Scope** – Show that the project scope was effectively developed and managed by describing the processes or techniques used and how the effective management of the scope contributed to the success of the project.
4. **Team** – Show that the team operated as a high performing team, aligned and focused on the achievement of project goals by describing the processes or techniques used and how the team performance contributed to the project's success.
5. **Stakeholders** – Show that stakeholder expectations and communications were effectively managed by describing the processes or techniques used and how the effective management of expectations and communications contributed to the success of the project.
6. **Risk** – Show that risks were effectively managed during the project by describing the processes or techniques used and how the effective management of the risks contributed to the success of the project.
7. **Change** – Show that proposed changes to project scope, cost, and schedule were effectively managed by describing the processes or techniques used and how the effective management of change contributed to the success of the project. *Note - this refers to Project Change Management, not Organizational Change Management.*
8. **Lessons Learned** – Show that lessons learned from previous projects (if any) and from the submitted project were effectively integrated into the project by describing the processes or techniques used and how the integration of lessons learned contributed to the success of the project.

**FEE:** \$150

- Mail Check: *PMI-NAC, PO Box 5037, Huntsville, AL 35814-5037* (Payable to PMI-NAC)
- Electronic Payment: <http://pmi-nac.org/awards>

**LOGO:** Submit a high-resolution image of your company logo with the Application. Email to: [awards@pmi-nac.org](mailto:awards@pmi-nac.org)

**DUE:** **May 1, 2020** Email Application to: [awards@pmi-nac.org](mailto:awards@pmi-nac.org)

**Upon receipt of the Application\* you will be contacted by PMI-NAC to confirm nomination acceptance.**

*\*Applications must meet the criteria prior to award consideration. We look forward to seeing you at the event.*

**Project Management Excellence Awards Dinner  
May 23, 2020, Jackson Center, Huntsville, AL**