

## 2019 Engineering Excellence Awards Special Category and Award Significant Contribution by a Small Firm

### ***About the Award***

The intent of this special category is to recognize significant contributions on a project by a small firm. It also exposes small firms to the awards competition and the submission procedures. Small firms and prime consultants are encouraged to collaborate to celebrate the successes of small firms and their major contributions to projects. The small firm and the prime consultant should work together to coordinate the logistics and preparation of entry material.

### ***Eligibility***

Projects that qualify will have a scope, schedule and/or budget that were impacted positively by contributions from a small firm. The project scope may fall within any of the ACEC WI 2019 Engineering Excellence Award categories as listed in the 2019 Call for Entries.

Eligibility requirements:

- Projects submitted into this category are not eligible for submission into the ACEC National Engineering Excellence Awards competition. This is a special category in Wisconsin.
- Projects may only be entered once into the Engineering Excellence Awards; i.e. a project submitted into the Significant Contribution by a Small Firm category may not be entered again into any other category.
- For the purpose of this award submission, a small firm is defined as a Wisconsin-based professional engineering firm with 30 or fewer employees.

*Small firms are also eligible to submit into standard Engineering Excellence Awards categories, including the Small Projects category.*

### ***How to Submit***

- Project must meet eligibility requirements as outlined in the ACEC WI Engineering Excellence Awards 2019 Call for Entries and the eligibility requirements outlined above.
- Submission requirements for the Significant Contribution by a Small Firm Category must follow the submission requirements as outlined in the ACEC WI Engineering Excellence Awards 2019 Call for Entries.
- All submissions will be made electronically at [eea.acec.org/Wisconsin](http://eea.acec.org/Wisconsin). To mark the project as a Significant Contribution by a Small Firm, make sure to check the box indicating it on the entry form online.
- **All entry materials and fee are due to ACEC WI on October 30.**

The Significant Contribution by a Small Firm Category will be judged as outlined in the Engineering Excellence Awards Judging Criteria (2019 ACEC WI Engineering Excellence Awards Call for Entries page 3.)

### **Recognition**

Entry into this competition assists your marketing efforts and augments your firm's business development program. Each submission is featured in the ACEC WI Engineering Excellence Awards magazine published by The Daily Reporter and distributed statewide to its subscribers. Award recipients are recognized at the ACEC WI Annual Awards Banquet, through news releases sent to the media throughout the state, ACEC WI news & blog posts and in the Engineering Excellence Awards section of the ACEC WI website.

### **Fee**

The entry fee must accompany the entry and be made payable to ACEC WI. Credit cards will also be accepted.

- ACEC WI Members \$675
- Non-members \$1,620

### **Fee Notes:**

- The fee follows the ACEC WI Engineering Excellence Awards entry fee structure.
- Entry fee includes two award plaques: one for the small firm entrant and one for the client. Additional plaques may be purchased to recognize other stakeholders.
- Reservations for the ACEC WI Awards Banquet are *not* included as part of the entry fee.

### **Questions**

Please contact ACEC WI at 608-257-9223 or [acecwi@acecwi.org](mailto:acecwi@acecwi.org) with any questions.

