



Leadership Institute Class of 2026 APPLICATION

INSTRUCTIONS The application is available as a writable PDF form at www.acecwi.org. Candidates must complete this application in its entirety, which includes the submission of a recommendation form to be completed by a firm principal.

Answers must fit within the space provided. Content beyond the space provided will not be reviewed.

Application must be signed by both the applicant and principal sponsor and received no later than July 11, 2025.

SELECTION Leadership Institute welcomes driven individuals who demonstrate exceptional performance and a commitment to excellence. Individuals from varied backgrounds and levels of experience are welcome and encouraged to apply.

Class size is limited to 24 participants. A maximum of two applicants will be accepted from any one firm.

Participants will be chosen by the Leadership Institute Selection Task Force based on the information provided in this application. Only complete applications will be reviewed.

Leadership Institute Application Evaluation Criteria:

1. Employee of an ACEC Wisconsin Member Firm (25 points)
2. Employed out of a firm's Wisconsin office. (10 points)
3. Applicant's answers on Self-Evaluation Questionnaire. (35 points max)
4. Sponsor's answers on Sponsor Recommendation Form. (20 points max)
5. Firm and applicant diversity status (10 points max)

ACEC Wisconsin is committed to being a welcoming, diverse, and equitable organization. The diversity of the Class of 2026 is important to us, and diverse candidates are highly encouraged to apply. Factors taken into class selection may include:

- a. Firm characteristics (i.e., firm size, DBE status, geographic area)
- b. Personal characteristics (gender, disability, veteran status, racial or ethnic group)

Notification of selection shall be provided to all applicants by August 1, 2025.

DEADLINE: The deadline for receipt of application materials is July 11, 2025.
JULY 11, 2025 Submit the application package via email to kelly@acecwi.org.

Contact Kelly Veit at kelly@acecwi.org with questions about the Leadership Institute program or application process.





Leadership Institute Class of 2026 APPLICATION

APPLICANT GENERAL INFORMATION

Name: _____
Full Name (included applicable professional designations, i.e., PE)

Preferred Name: _____

Firm: _____

Work Address: _____

Work Phone: _____ Mobile Phone: _____

Email: _____

Photo: _____
Please attach a separate image file of your headshot. Image will be used in the Class of 2026 announcement and class roster. The photo part of the application review material.

Work Information

Current Title: _____

Years Experience: _____

Primary Discipline: _____

Briefly describe primary responsibilities in the space below:

Education History

Degree: _____

College/University: _____





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APPLICANT SELF-EVALUATION QUESTIONNAIRE | Page 1 of 2

Answer the questions, in detail, in the space provided. Content beyond the space provided will not be reviewed.

1. What specific skills/knowledge do you hope to gain from Leadership Institute?

2. What are your long-term professional goals?





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APPLICANT SELF-EVALUATION QUESTIONNAIRE | Page 2 of 2

3. Why should you be selected for the ACEC WI Leadership Institute program?

APPLICANT COMMITMENT STATEMENT

I understand the purposes of the ACEC Wisconsin Leadership Institute and, if selected, I will devote the time and resources to complete the entire program, including attending all sessions in-person and completing the pre-session reading and homework assignments. I recognize that honoring this commitment may mean delegating work and balancing your home calendar to attend each session in-person.

I authorize and grant to ACEC Wisconsin, as well as its successors and assigns, the right to use, copyright, and/or publish photographs, pictures, drawings, images, or videos of me or my likeness for business-related purposes.

Applicant Signature

Date



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FIRM SPONSOR RECOMMENDATION & COMMITMENT | Page 1 of 2

This section is to be completed by a firm principal and returned with the application packet.

Candidates for the ACEC WI Leadership Institute must submit a recommendation form completed by a firm principal (sponsor). Please complete the following form based on your understanding of Leadership Institute and the applicant's character.

Your answers should be succinct, fitting in the space provided. Content beyond the space provided will not be reviewed.

1. Why did you select this individual to participate in the ACEC WI Leadership Institute?

2. What do you hope the applicant will gain from Leadership Institute?



FIRM SPONSOR RECOMMENDATION & COMMITMENT | Page 2 of 2

3. Outside of your firm's business operations, how do you envision the applicant contributing to the future of ACEC Wisconsin, the engineering industry, and/or their community?

FIRM SPONSOR LEADERSHIP PRIORITIES SURVEY

As part of the application process, we ask firm sponsors to complete a brief survey to help us understand the leadership qualities your organization values most. Please rate key leadership traits based on their importance to your firm's strategic priorities in 2025 and beyond.

Action: [Complete the Leadership Traits Survey](#)

☐ I completed the Leadership Traits Survey

FIRM SPONSOR RECOMMENDATION & COMMITMENT

If accepted into the ACEC WI Leadership Institute, the firm will be billed a tuition fee of \$4,950 (member rate) or \$9,900 (non-member rate), which covers all program costs except required reading materials, lodging and transportation. Tuition includes registration for the 2026 ACEC WI Awards Banquet and is due by August 31, 2025.

We fully support this applicant's participation, including the time commitment required, and recognize it may involve delegating project responsibilities or meetings.

Sponsoring Principal Information

Sponsor Name: _____

Email: _____

Sponsor Signature

Date



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DEMOGRAPHIC INFORMATION

ACEC Wisconsin is committed to being a welcoming, diverse, and equitable organization. The diversity of the Class of 2026 is important to us. Diverse candidates are welcome and highly encouraged to apply.

FIRM INFORMATION

Firm Size

WI Staff _____ # National Staff _____

Firm Minority Status

- | | |
|--|--|
| <input type="checkbox"/> Disadvantaged Business Enterprise | <input type="checkbox"/> Woman's Business Enterprise |
| <input type="checkbox"/> Minority Business Enterprise | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Service-Disabled Veteran Owned Business | |

Firm Participation History

2026 applicants from firm _____ Has the firm sent previous Leadership Institute Applicants? ☐ yes ☐ no

APPLICANT INFORMATION

What gender do you most identify with?

- ☐ Male
☐ Female
☐ Nonbinary
☐ Preferred response not listed
☐ Prefer not to answer

What is your age?

- ☐ 21 to 34
☐ 35 to 44
☐ 45 to 54
☐ 55 or older
☐ Prefer not to answer

Do you have a disability?

- ☐ Yes
☐ No
☐ Prefer not to answer

Have you ever served in the U.S. Armed Forces, Reserves or National Guard?

- ☐ Currently serving
☐ No longer serving
☐ Never served
☐ Prefer not to answer

Racial or Ethnic Group with which you identify?

- | | |
|---|---|
| <input type="checkbox"/> African American/Black | <input type="checkbox"/> Native Hawaiian/Other Pacific Inlander |
| <input type="checkbox"/> Asian American/Asian | <input type="checkbox"/> White |
| <input type="checkbox"/> Hispanic/Latino/a | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Middle Eastern/North African | <input type="checkbox"/> Prefer not to answer |
| <input type="checkbox"/> Native American | |



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