

2021 ENGINEERING EXCELLENCE AWARDS

IMPORTANT DATES & CHECKLIST

IMPORTANT DATES:

November 6, 2020: Deadline for Initial Entry Form

December 4, 2020: Deadline for submission of materials and entry fee

December 9-16, 2020: Judging of ACEC Washington entries (both tracks)

January 8, 2021: All materials must be submitted to ACEC National

January 20, 2021: A company representative must be available by phone (National Entries)

February 4, 2021: ACEC Washington Awards Presentation

February 19-21, 2021: National Awards Judging

April 27, 2021: Engineering Excellence Awards Gala in Washington, D.C.

QUESTIONS?

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Note: All entries (National and State) must follow ACEC-WA submittal requirements. Only those entries selected as eligible for National Awards must follow the additional ACEC National submittal requirements.

SUBMISSION CHECKLIST FOR ENTRIES

All Projects

- Official Entry Form
- Do the dates fall within the range of November 1, 2018 and October 21, 2020?
- Do I have the signature of the Firm's Principal?
- Do I have the signature of the Client/Owner?
- Have I uploaded a one-page letter from the Owner/Client?
- Is the Executive Summary limited to **one page and singled spaced?**
- Is the Project Description limited to **six pages?**
- Have I uploaded a digital version of the 20x20" panel?
- Have I uploaded the six photographs?
- Are they labeled with proper captions?
- Are all of the documents, photos, and panel uploaded to the submission portal?

National Projects

- Did I upload three photos of the completed project?
- Did I upload three photos of the planning, start-up, and/or construction phase of the project?
- Please be sure the contact on the Official Entry Form will be available on January 20, 2021.
- If this is a Category A submission, have I included supplemental report documentation?