**University Economic Development Association – Summit 2020**

**2020 Awards of Excellence
Call for Nominations**

**Deadline: May 1, 2020**

Institutions wishing to nominate their initiatives for the 2020 Awards of Excellence are required to submit their initiative using our 2020 Application Portal (<http://bit.ly/UEDAPortal2020>) This form is to be used as a worksheet to prepare your application to be entered into the portal. **The deadline for applications is midnight (local submission time) May 1, 2020.** Finalists will be notified by July 1, 2020. Finalist presentations and Awards Ceremony will occur at the UEDA Summit 2020 in Savannah, Georgia September 20-23, 2020. **All selected finalists must attend the Summit in person—NO EXCEPTIONS.** For more information on the Awards of Excellence program, to review past recipients, or to review the 2020 Submission Guidelines, please visit <http://awards.universityeda.org>.

**Open Nominations Format Returns for 2020**

Once again, non-UEDA members may nominate one project or initiative for an application fee per entry. UEDA members may nominate multiple projects at no cost as part of the value of their UEDA membership.\* Non-members will be charged $200 per entry. The deadline is the same for both members and non-members.

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| **Deadline May 1** |
| No Charge for UEDA members$200 per entry for non-members |

\**All submissions are judged based on a standard set of criteria, regardless of membership status or application fees paid.*

The worksheet below is meant to be assist submission teams in preparing their awards application. **After completing this sheet, please visit** [**http://bit.ly/UEDAPortal2020**](http://bit.ly/UEDAPortal2020) **and copy/paste your responses into the submission form. Email Submissions will not be accepted. All submissions MUST be made through the portal.** You will also be asked to upload presenter information, including bios and photos. If you do not have all presenters solidified, please upload what you can in order to keep your application active.

**The 2020 Summit theme is “The Logistics of Economic Development: Connecting Talent, Innovation and Place”**

Also, as UEDA’s [Foundations for Strategy and Practice](http://foundations.universityeda.org/) study has shown the three major areas of talent, innovation, and place, drive change. Universities play a significant role in this development and the 2020 Summit will highlight these activities. We seek Awards nominations which align with these areas for our Summit.

In the spirit of collaboration within an ecosystem, proposals that include university economic development partners are encouraged (City, Chamber of Commerce, State, Industry, etc).

**ORGANIZATION INFORMATION**

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| Name of Institution |       |
| Is Your Institution a UEDA Member? |  |

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| Initiative’s Main Contact Name |       |
| Initiative’s Main Contact Title |       |
| Initiative’s Main Contact Phone |       |
| Initiative’s Main Contact Email |       |

**PROJECT INFORMATION**

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| Title of Initiative |       |

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| Initiative Website |       |

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| Project Start Date |       |
| Project End Date (leave blank if ongoing) |       |

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| Primary Awards Submission Category (select one of 3)  |  |
| Secondary Awards Submission Category (optional - select one of 3) |  |

**PROJECT ABSTRACT**

This description will be featured on our website and in our Annual Summit program and should provide a brief project description, an overview of the unique aspects of the project/initiative, and a one-sentence summary of performance results realized (max 250 words).

**PROBLEM ADDRESSED**

Please describe the problem the project/initiative seeks to address and, if possible, link this problem to your institution’s and region’s broader economic development strategy (max 500 words).

Project/initiative objective(s) (max 100 words).

**OVERALL PROJECT**

Please provide the basic “who-what-when-where-why” for the project, with a particular emphasis on describing the products or services developed and delivered, the activities organized, or the events held to support the project or initiative. In essence, what do team members actually DO on a day-to-day basis to implement the project or initiative? If the project involves partnerships with other entities, please briefly delineate the nominee’s role from the role of other partners and describe the role of the other partners in greater detail in the question on partnerships (see below). Please be sure to relate the overall project/initiative description to the project problem and objectives. (max 400 words)

Please highlight the UNIQUE, CREATIVE, ORIGINAL aspects of the project/initiative. How does the nominated project or initiative make a new and original contribution to its category? Does the initiative introduce an innovative way of thinking and doing? How unique are the project’s objectives, structure, approach, strategy, and results? How is it different from similar projects/initiatives? (max 250 words)

Please describe the initiative’s intended RESULTS/IMPACT and a plan to achieve these results, including relevant milestones and interim results, the timeframe over which the results are to be achieved, a plan to track progress towards meeting intended results. You may also include a discussion of qualitative performance outcomes, and/or qualitative or quantitative performance trends that you have noted or expect to observe over time. (max 500 words)

Please highlight quantitative results to date—or expected results—using the table below. Each row should contain a single metric, with a focus on your top metrics that are relevant to the judging category. One example could be how your initiative engages your student population. List up to ten metrics.

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| **Metric** | **Target performance (What is the ultimate goal?)** | **Actual performance achieved to date** | **Time period over which actual performance achieved** |
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| I agree to share this information with UEDA. |  |

Please describe how the project/initiative demonstrates excellence in LEADERSHIP, COLLABORATION, AND STRATEGIC PARTNERSHIPS. Please describe the initiative’s stakeholder identification and engagement strategy and any partnerships that emerged out of this stakeholder engagement strategy, identifying all partners by name and describing their roles and responsibilities in carrying out the project/initiative. Finally, please describe how these partnerships have contributed, or are expected to contribute, to the project/initiative’s overall success. (max 500 words)

Please describe the project/initiative’s REPLICABILITY, SCALABILITY, AND SUSTAINABILITY. Can the insights, tools, and best practices from the project/initiative be duplicated by other institutions in other regions? Can it be easily scaled up or down, and/or modified to reflect different regional or institutional contexts? Does the initiative have a business model that can sustain the initiative beyond its initial funding? (max 250 words)

Please describe the scale/size of your institution: e.g., are you a small rural institution, or a larger urban university? (max 50 words)