



Request for Application Overview

Award Purpose

The PMI Rochester Professional Awards publicly recognize and celebrate excellence across our local PM community.

Award Categories:

Project of the Year- This award will recognize project teams who have demonstrated superior performance in the application of project management principles and techniques for the successful completion of projects in the greater Rochester/Ithaca area.

Professional Project Manager of the Year- This award celebrates and recognizes project management professionals, who have made a significant impact in advancing project management knowledge, standards, techniques and understanding in an organization, university or community in the Rochester/Ithaca area.

Young Professional Project Manager of the Year- This award celebrates and recognizes young professionals, under the age of 35 at the time the application is due, who have made a significant impact in advancing project management knowledge, standards, techniques and understanding in an organization, university or community in the Rochester/Ithaca area.

Social Good Project of the Year- This award recognizes project teams that leverage project management skills and expertise to benefit their community in the Rochester/Ithaca area in a meaningful way.

PMI Rochester Chapter reserves the right to recognize multiple applications in each award category or none, depending on application caliber.

Awards Timeline:

- ❖ **Application Start:** January 2024
- ❖ **NEW Submission Deadline:** March 25, 2024, via email (awards@pmirochester.org)
- ❖ **Notification to the winner:** March 29, 2024
- ❖ **Award Presentation:** May 09, 2024

Recipient of Award:

- The PMI Rochester/Ithaca Chapter will acknowledge via our website, www.pmirochester.org, and on other social media platforms.



Application Submission Checklist:

Complete award application/s and PMI permissions & release form by **March 25, 2023 at 5pm EST** by emailing awards@pmirochester.org

- Application (please submit one application per award category)
 - Project of the Year
 - Professional Project Manager of the Year
 - Young Professional Project Manager of the Year
 - Social Good Project of the Year
- PMI Permissions & Release Form

Please limit your application to 6 pages, 12-point font with normal, 1-inch margins. The standard release forms do not count toward the 6-page limit. Applications over the 6-page limit will not be considered.

Verification, Evaluation, and Selection:

- The PMI Rochester/Ithaca Professional Awards committee will contact the lead nominator to confirm receipt and eligibility of the nomination package.
- The nominations, evaluation process, and scores are proprietary to PMI Rochester/Ithaca Chapter and will not be disclosed to nominators or nominees.
- The Lead Nominator and Nominee will be notified of the status of the nomination at the end of the evaluation process.

Judging Panel:

- Evaluation is carried out by a panel of judges appointed by the PMI Rochester Professional Awards committee in conjunction with the PMI Rochester Chapter VP of Outreach.
- The panel of judges will include a minimum of three individuals with a broad spectrum of project management experience and PMP certification. Judges will complete a Conflict of Interest form to ensure there is no conflict of interest. If there is a conflict of interest the judge will recuse themselves from the process.



General Terms and Conditions:

In taking part in the application, the nominator and nominee agrees:

- To complete the application in compliance with the guidelines provided in this guide.
- To obtain authorizations, clearances, and consents necessary for the public release of any material submitted. All material copyrights in the application requiring authorization and protection must be provided.
- Upon submission, all submission packets and their contents become the physical property of PMI Rochester/Ithaca Chapter and will not be returned and there are no restrictions on the use of the submitted information after the final date of submission.
- That PMI Rochester/Ithaca Chapter may use submitted copyrighted materials for any business-related purpose, including press releases, and other marketing and promotional materials, including but not limited to videos, as well as case studies.
- The PMI Rochester/Ithaca Chapter will not reimburse any expenses for assembling the nomination package or any presentation materials that may need to be created should the nomination be selected as a winner.
- The PMI Rochester/Ithaca Chapter reserves the right within its sole discretion, and at any time up to the time of the presentation of the award, to determine that a nominee is or has become ineligible for the award. In any such case, PMI will notify the nominee and/or lead nominator of its decision as soon as possible prior to the award presentation.

Questions? – Contact us! Please direct all inquiries or comments to awards@pmirochester.org.

Thank you for your interest in and support of the PMI Rochester Professional Awards Programs



Award Requirements:

Project of the Year-

Eligibility

- Project of any type and size, from any industry, in public and private sectors
- Project from the Rochester and/or Ithaca areas
- The project must have been completed at some point in the past 36 months from the nomination deadline (March 25, 2024) to be considered.

Not Eligible

- Projects completed over 36 months from the nomination deadline (March 25, 2024).
- Current PMI Rochester Chapter Board Members and Award Committee Members are not eligible to apply for this award.

Professional Project Manager of the Year

Eligibility

The nominee must:

- be a PMI Rochester/Ithaca Chapter Member and PMI in good standing (current dues are paid)
- have made significant positive impact to the outcome of a project, through leadership, technical project management and strategic and business management, in the past 36 months from the nomination deadline (March 25, 2024).
- be nominated by at least two (2) individuals, one of whom must be the following:
 - nominee's manager
 - a project team member
 - an end user/customer
- The award recognizes the PM's capability and contributions to the project as the primary criterion.



- have demonstrated mastery of PM, evidenced by a PMI certification (e.g. CAPM, PMP, PgMP etc.)

Not Eligible

- Self-nomination is not permitted.
- Current board members of the PMI Rochester and Ithaca Chapters are not eligible.
- Individuals or organizations that have failed to comply with PMI policies and procedures, including but not limited to PMI's Code of Ethics and Professional Conduct, will not be considered.

Young Professional Project Manager of the Year

Eligibility

The nominee must:

- be a PMI Rochester/Ithaca Chapter Member and PMI in good standing (current dues are paid)
- under the age of 35 at the time the application is due
- have made significant positive impact to the outcome of a project, through leadership, technical project management and strategic and business management, in the past 36 months from the nomination deadline (March 25, 2024)
- be nominated by at least two (2) individuals, one of whom must be the following:
 - nominee's manager
 - a project team member
 - an end user/customer
- The award recognizes the PM's capability and contributions to the project as the primary criterion.
- have demonstrated mastery of PM, evidenced by a PMI certification (e.g. CAPM, PMP, PgMP etc.)

Not Eligible

- Self-nomination is not permitted.
- Current board members of the PMI Rochester and Ithaca Chapters are not eligible.



- Individuals or organizations that have failed to comply with PMI policies and procedures, including but not limited to PMI's Code of Ethics and Professional Conduct, will not be considered.

Social Good Project of the Year-

Eligibility

- Projects of any type and size that benefit their community in the Rochester/Ithaca area in a meaningful way.
- The project must have been completed at some point in the past 36 months from the nomination deadline (March 25, 2024) to be considered.

Not Eligible

- Projects completed over 36 months from the nomination deadline (March 25, 2024).
- Current PMI Rochester Chapter Board Members and Award Committee Members are not eligible to apply for this award.