**“2023 PROJECT OF THE YEAR”**

**Project Entry Form**

To be eligible, the project must be submitted by a member in good standing with ASHE. The project construction must have been *substantially completed and open to the public* between January 1, 2023 and December 31, 2023. The project is to have been constructed within the geographic boundaries of the Delaware Valley Section *(outer boundary of the five county Philadelphia area, namely Bucks, Chester, Delaware, Montgomery and Philadelphia counties)* and should have a highway, bridge or transportation focus. The selection will be based on the information submitted and on the rating criteria found on the enclosed nomination form.

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| **Name of Project** |
| **Location:** |
| **\*Owner:** |
| **\*Contractor:** |
| **\*Designer:** |
| **\*Inspection Agency:** |
| **Submitting Agency or firm:** |
| **Contact Person:** |
|  **Address:** |
|  **Phone Number:** | **E-Mail:** |
| **Completion and Open to the Public Date:** |
| **Final Construction Cost:** |

\* Only these firms or agencies will receive an award, all other team members will receive a certificate of recognition upon request.

The awards will be presented at the April 2024 meeting.

Submit nominations to: Alexander Eadline, PE, PMP

 eadlineaj@cdmsmith.com

 (717) 541-4013

 A return email will be sent to acknowledge your entry.

**ALL ENTRIES MUST BE RECEIVED BY 4pm, February 15, 2024**

**Entry Package**

Please follow all instructions and include all requested materials. Note that the projects may also be eligible for submission by the Del Val Section to ASHE NE Region for the National Project of the Year. This may require an additional submission package at a later date.

Listed below are the required criteria and their point values. Please follow the entry requirements clearly and succinctly as directed. The quality of an entry’s presentation will have bearing on its potential to win.

**Entry Requirements**

* Completed Project Entry Form
* Narrative describing the project not exceeding 1500 words (12-point font, 8 ½” x11” pages)
* The narrative must address the 6 categories in the scoring and judging criteria below. Project Construction costs must be provided.
* Up to five (5) construction drawings on 11”x17” sheets that are relative to the scoring and judging criteria.
* Up to five (5) photos (maximum size: 8 ½”x11”) that are relative to the scoring and judging criteria.
* Include a letter from the owner (2 pages max) stating how the completed project met the owner’s goals. If the owner cannot submit a letter, please explain why they are unable to do so.
* Project Entry Form, narrative, drawings, photos, and owner’s letter shall be compiled in a single PDF file in the order noted. Size limit of the PDF file is limited to 15 MB.
* The photos used in the PDF shall be provided in high resolution jpg format. *Applicants are responsible for obtaining the rights from their photographer to reprint the photographs without limitations. Photographers normally retain the copyright of photos, so applicants should ensure that they have permission to copy and send photos. Any liability for copyright violation shall be borne solely by the applicant. If a photo credit is required, include the photo credit information. ASHE Delaware Valley reserves the right to publish the images online, in their Newsletter and in various ASHE Delaware Valley presentations.*

**Submission**

Due to the size requirements, it is strongly recommended that your entry be made via online transfer or ftp. All entries must be received by 4PM on February 15, 2024.

**Award Scoring Criteria and Judging**

Each entry will be judged by a panel comprised of members of the Project of the Year Committee. Each entry will be based on the following criteria:

 25% Complexity

 25% New Application of Existing Techniques / Originality / Innovation

 15% Social / Economic Considerations

 15 % Safety

 10% Aesthetics and Sustainable Features

 10% Meeting and Exceeding Owners / Client’s Needs

The winners for the larger and smaller project categories will each be determined based on the highest average score. The awards will be presented at the April 2024 meeting.