

**Northwest Automotive Alliance Business Awards**

**2013**

***Celebrating the Achievements of the Automotive Business Community in the North West.***

**Entry Form & Notes of Guidance**

The Northwest Automotive Alliance Business Awards provide automotive companies recognition for their achievements. Winners will be presented with their Awards at the NAA Annual Networking Dinner on 6th November 2013 at Carden Park Hotel, Cheshire.

All North West businesses, linked to the Automotive Sector, can enter as many of the Award categories as they are eligible and wish to do so. By entering these Awards each company will gain recognition and publicity for their achievements, successes and accomplishments. The winner of each category will be presented with a certificate and an award. We have been able to increase the number of awards this year, thanks to the generosity of our sponsoring companies.

**Closing date for entries is midnight on Thursday 10th October.**

This is a common entry from for all awards, excluding the Community Outreach award, you can download the form for this award from the NAA website. One form needs to be submitted for each award that you wish to enter. Please indicate which award you are entering on each form with a tick in the relevant box.

The preferred method of submission for the form is via email to [a.allen@nwautoalliance.com](mailto:a.allen@nwautoalliance.com)

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|  |  | **BUSINESS EXCELLENCE AWARDS**  **Sponsors: Large Enterprise - Electron Technical Solutions**  **SME - Bentley Motors Ltd**  The Business Excellence award is for companies that have demonstrated significant improvement in their business performance following their involvement with the NAA Business Excellence programme. Your project may have involved prioritising project(s) through a benchmarking and/or business planning process. Projects must have been supported by the NAA’s Business Excellence programme 2011-13 and can be diverse, ranging from lean manufacturing, to procurement support, to marketing projects. The applicants should provide information to support their business improvement, including scope of the project, plus the short and long-term benefits. The projects do not need to have been fully concluded, as long as there is sufficient data for evidence of improvement.  **Eligibility Criteria**   * Only companies who are members of the NAA Business Excellence Project may apply. * Applications are to be submitted by the project provider with support from the company. * 2012 winners are ineligible   There are two categories of award, large enterprise and SME. |
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|  |  | **Company of the Year Award: Sponsor - Morson International**  This award is for businesses that can demonstrate all round success. This success can be focussed on general business performance, launch of a new product, development of a new process.  **Eligibility Criteria**   * You must be a fully paid-up member of NAA * You must have entered for at least one other award. * 2012 winner is ineligible |
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|  |  | **Trade Company of the Year Award: Sponsor – UKTI**  This Award is for companies who have been involved in exporting their products during 2013. You will need to demonstrate your marketing strategy and delivery status of the strategy. You will also need to share details of the actions that you have completed (such as show attendance, market research etc) and also the overall results in terms of leads and orders. It is important to include quantified evidence within your submission.  **Eligibility Criteria**   * 2012 winner is ineligible |
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|  |  | **Innovation Award: Sponsor – Jaguar Land Rover plc**  This award is for technical innovations of either a product or a process. Innovation projects entered for this category would typically have had the benefit of grant funding (either TSB or other) during the year. Innovations and the award application should detail demonstrable, quantified benefits.   Credit will be given for positive environmental impact, proven results, unique and innovative solutions.  **Eligibility Criteria**   * 2012 winner is ineligible |
|  |  | **Supply Chain Competitiveness and Growth Award: SMMT Industry Forum**  This award is for companies who have delivered outstanding results through working in partnership with their suppliers. Examples of this could be major capacity uplifts, out-sourcing operations into the UK supply chain or on-shoring from foreign to UK manufacturers. Other applications related to the development of UK supply chain capability and capacity would also make ideal applications. The overall objective of the award is to recognise and reward organisations who have made a significant contribution to enhancing UK supply chain growth and competitiveness.  As part of the process on-site assessments will be undertaken by members of the judging team.  **Eligibility Criteria**   * Open to all levels of the supply chain, but need to demonstrate the clear linkage to a prime. |
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|  |  | **Community Outreach Award: Sponsor – Festo Ltd**  There is a separate application form for this award that needs to be downloaded from the website, the award information is outlined below:  The NAA is encouraging employers to engage with their local community to raise the profile of their business and the sector and to demonstrate that engineering/manufacturing can offer lots of opportunities for young people. In order to do this, it is important that employers not only work with young people but also raise awareness amongst educators, advisors and parents of students.  The NAA recently produced a leaflet “Grow Your Own Employees by Engaging with Schools” and wishes to continue along this vein by introducing an award for SME’s which engage in community outreach. The award will be given to an SME which can demonstrate that it takes its social responsibility seriously and is also that it is keen to work with young people; with a view to recruiting and developing them into our future engineers and leaders.  NAA will be looking for employers which demonstrate a commitment to working with its local community typical activities may include:   * Working with young people (e.g. through site tours, offering work experience) * Working with educators and advisors * Supporting and encouraging employees to participate in outreach activities (e.g. becoming school governors, STEMNET ambassadors) * Sponsoring young people related events * Running an apprenticeship programme * Other community related activities |
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**Your details**

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| Company name (wording will appear on certificates): | |
| Address: | |
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| Tel: | Email: |
| Name of person submitting application: | |
| Position: | |

**Your entry**

**Section 1 – Company (to be completed for all categories).**

Please provide a brief overview of your company including size.

*Word limit: 100 words.*

**Section 2 – Application Category detail**

Please describe your project or activity linked into the application category (e.g. trade, innovation, company success). It should include the background, a description of the relevant work/project, how the work/project was prioritised (link to business plan and benchmarking), methodology for implementation, the challenges that needed to be overcome, etc.

*Word limit: 500 words.*

**Section 3 –Achievements.**

Please state both the short and long term project benefits. Your emphasis should be on the return on investment, including: jobs created, jobs safeguarded, impact on turnover and profit, individuals mentored/trained. Outputs should be provided as actual numbers and as a percentage of the business. Other benefits should also be listed, such as the social and environmental benefits.

*Word limit: 500 words*

**Section 4 – Future Activity.**

Please describe your future plans, which have resulted from delivering this project. This may include further project development, spin-off projects and future related activity.

*Word limit: 250 words*

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| Signature: |
| Date: |

**Closing Date**

The closing date for entries is 10th October 2013. Completed forms should be submitted to: Amanda Allen via email [a.allen@nwautoalliance.com](mailto:a.allen@nwautoalliance.com)

**Conditions of Entry**

* All entries must be submitted on the application form in electronic format.
* All entries must represent projects carried out in the last 18 months.
* The closing date for receipt of completed applications is 10th October 2013.
* The Awards are open to all businesses who are either located within Cumbria, Lancashire, Cheshire, Merseyside & Greater Manchester or are paid members of NAA, subject to the eligibility criteria where specified.
* Applicants must address the criteria established for each category, against which the judges will make their decisions.
* The judges’ decision is final.
* You need to be prepared to provide pictures of your company or project to support the application, which will be used at the Awards Ceremony and in future publicity linked to the Awards.

**Judging**

* NAA will appoint a panel of judges from sponsors and experts in the individual categories.
* The judges will shortlist a minimum of 3 finalists in each category and the winners will be announced at the Awards ceremony on 6th November 2013.
* Applicants may be contacted for further information or matters of clarification.

**If you have any queries** relating to any aspects of the competition, please contact Amanda Allen