

**Northwest Automotive Alliance Business Awards**

**APPLICATION FORM FOR THE 2014 BUSINESS EXCELLENCE AWARD**

Prior winners (2012 & 2013) are ineligible.

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| **COMPANY NAME**  ***(This is the name that will appear on the certificate)*** |  |
| **COMPANY ADDRESS** |  |
| **CONTACT NAME** |  |
| **CONTACT POSITION** |  |
| **CONTACT PHONE NUMBER** |  |
| **CONTACT EMAIL** |  |
| **NUMBER OF EMPLOYEES** |  |
| **SECTION 1: COMPANY*.*** *Please provide a brief overview of your company, including size.*  *Word limit:**100 words* | |
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| **SECTION 2: PROJECT DETAIL.**  *Please describe your project that was undertaken with the support of the Business Excellence Programme. The project should either have finished or started after 1st July 2013. It should include the background, a description of the project, how the project was prioritised (link to business plan and benchmarking), methodology for implementation, the challenges that needed to be overcome etc.*  *Word limit: 500 words* | |
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| **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* | |
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| **SECTION 7: FUTURE PLANS**  *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: 300 words* | |
|  | |

**CLOSING DATE:**

The closing date for all entries is 31st July 2014. Completed forms should be submitted to Amanda Holmes via email [a.holmes@nwautoalliance.com](mailto:a.holmes@nwautoalliance.com)

**CONDITIONS OF ENTRY:**

* All entries must be submitted on the application form in electronic format
* All entries must represent activities within the last 12 months
* The closing date for receipt of completed applications is 31st July 2014.
* Applicants must address the criteria established for each category, against which the judges will make their decisions
* Award is open to both paid NAA members and Business Excellence Members
* The judge’s decision is final
* You are 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.
* A summary of your application will be prepared for use in the Dinner Brochure, this will be developed in conjunction with you and you will have final approval on the content. Photography & logos are also required at this stage. The completion date for this is 30th September 2014.

**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 2014.
* 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 Holmes on 07815 284 360.