



**TO: ACEC-NH MEMBERSHIP**  
**FROM: ALEX KOUTROUBAS, EXECUTIVE DIRECTOR**

This memo outlines the process for submission to the 2023 ACEC-NH Engineering Excellence Awards.

### **Benefits of Participation**

The public relations and marketing value of participation in these competitions is considerable. Individual press releases are issued for each winner and national winners receive considerable media attention nationwide. Digital Panels of all entries at the state level will be displayed via a PowerPoint slide show at all ACEC-NH meetings. Photos of entries will be displayed on the ACEC-NH web site and newsletters. ([www.acec-nh.org](http://www.acec-nh.org)).

### **Eligibility**

The competition is open to any member firm engaged in the practice of consulting engineering in New Hampshire. Eligible projects (a) must have been built in New Hampshire, or (b) most of the design work must have been performed in New Hampshire, although the project may have been built anywhere.

### **Project eligibility: between November 1, 2019 and October 31, 2022**

Research and Studies (Category A) or Surveying and Mapping projects (Category D) must have been publicly disclosed by the client between November 1, 2019 and October 31, 2022. Construction of projects (Categories B through L – except for D) must have been substantially completed and ready for use between November 1, 2019 and October 31, 2022.

### **Timetable**

- All Materials due to ACEC-NH: January 6, 2023
- Deadline to ACEC National: January 13, 2023 (if submitting to national)
- ACEC-NH Judging: conducted during February 2023
- ACEC-NH Engineering Excellence Awards Event: March 2023
- ACEC Awards Gala, Washington, DC: June 13, 2023

### **Entries must include the following:**

1. A completed ACEC-NH entry form (ACEC-NH Website)
2. The ACEC-NH entry fee.
3. A two-page written synopsis in MS Word format describing the project, your firm's role, and the role of other consultants participating in the project, your

firm's contribution to the project and how your firm's contribution meets the judging criteria. The judging criteria can be found on pages 4 and 5 of the "Call For Entries Brochure" (Separate file/attachment)

4. A **1-2 paragraph** Executive Summary written in MS Word format that briefly describes the problem and solutions while recognizing those who participated in the project.

5. A digital Display Panel. This is a key part of the project submittal, and the text and photos should demonstrate the challenges, solutions, innovation, complexity, and unique aspects of key project elements. The panel should be prepared with high quality photos and graphics and with text.

6. At least three pictures or graphics of the project in JPEG digital format. The pictures must be saved/named with the firm and project name. Please try and avoid spaces and use – or \_ instead.

7. Each participating firm may submit an endorsement letter from the owner granting permission to enter the project in the ACEC-NH Engineering Excellence Awards Competition.

Note: The requirements 1-11 detailed in the ACEC National brochure on pages 6-7 are not applicable or required for the ACEC-NH state competition.

### **How to Enter**

A completed entry form, synopsis, executive summary, digital panel, and project pictures must be received by ACEC-NH on or before January 6, 2023. These materials must be submitted online by visiting [acec-nh.org](http://acec-nh.org).

### **Submitting to National**

Firms are not required to submit to ACEC National. For complete information on how to submit to national please see the "Call for Entries" brochure.

We recommend that participants begin selecting their entries as soon as possible. ACEC-NH Engineering Excellence Award Committee members will be glad to help you with any questions.

The EEA Committee hopes this coming year's competition is the best ever! Thank you for your firm's support of this important recognition activity to support the engineering profession.