



Project Excellence Award Guide

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1 S+SNZ Project Award - Overview

The S+SNZ Project Award, first established in 2023, celebrates the achievements of our top surveying and spatial organisations and showcases the finest projects we have to offer.

Purpose

- To celebrate project excellence and innovation in spatial and surveying.
- To give recognition to the outstanding projects undertaken by S+SNZ members.
- To provide a medium for informing others of the achievements of S+SNZ members.
- To promote the work of members and the role of the spatial and survey professional.
- To raise the profile of the profession, both in New Zealand and overseas.

2 Eligibility

Eligible Projects

The following eligibility criteria apply:

- Projects must be relevant and specific to the spatial and survey industry in New Zealand and in keeping with the S+SNZ vision to be ‘a globally respected organisation that sustains innovation and excellence for the benefit of our communities’.
- Projects must have been undertaken by current paid-up members .
- Projects may be submitted for the Award by
 - an individual or group
 - an organisation
 - individual (or organisation in any working relationship).
- The project must have been completed within a 12-month period preceding the closing date of the awards nomination.
- Projects that are not complete will not be considered for this award.
- Projects may be of any scale (small or large).
- Projects may include a field of technical innovation.
- Projects submitted by an organisation require demonstration that a significant component of the project was undertaken by S+SNZ member employed or engaged by the organisation.
- Projects submitted by individuals or organisations in any working relationship represent a special case which requires demonstration that the S+SNZ member held a lead role in the relationship.

Working Relationship

A working relationship may occur where:

- (i) The role of the S+SNZ member is significant; or
- (ii) The S+SNZ member undertakes a definable component of the project; or
- (iii) The S+SNZ member is in a consortium where (i) and (ii) apply, but all parties contribute to a number of the elements in the project that cannot be distinguished.

In either (i), (ii) or (iii) the work done by the S+SNZ member must be both described in the submission and verified by the other party or parties to the working relationship.

3 Entry information

An individual, organisation or an individual/organisation in a working relationship may submit as many entries as desired, provided each is compliant with eligibility requirements.

Entry Form Link: <https://surveyspatialnz.jotform.com/240858190046963> (complete all fields in the Entry Form that are relevant).

Project Documents

Project documents can be submitted in the online form. Once submitted, become the property of the S+SNZ.

The following information should be provided.

(a) Cover Page(s) with the following details:

- Name of the project.
- Award applicant's contact name and details.
- Role of the individual or organisation or, for any working relationship projects, the name of both or all partners in the working relationship and a brief statement confirming relevant inputs.
- When the project was completed.

(b) Project Description

A concise, Project Description (up to 3000 words) including:

- An overview of the project.
- The scope of work being submitted for consideration of an award.
- A description of the project. This description should identify the essential elements of the client needs and objectives
- Any photographs, diagrams or drawings that help to convey the special features of the project.

Note: Special consideration will be given to projects that can demonstrate positive outcomes for community, the environment, industry enablement, or can demonstrate innovation or technical excellence.

(c) High Resolution Colour Images

- Each submission may contain between 3 - 10 labelled, good quality digital images of the project (500kb -2mb in size). These can be uploaded to the Dropbox folder link provided by S+SNZ.

(d) Acknowledgements, Consents, and Authorisations

Your submission must include:

- A copy of a letter from the other party or parties of any working relationship, verifying both their role and that of S+SNZ member.
- Written consents and authorisations, as detailed in *Section 6. Additional Information* below.

(e) Referees

The submission should include contact details (name, organisation, address, phone & email address) of relevant parties which may include:

- Client or project owner - Point of Contact person for the other party or parties in any working relationship.
- Local Authority/Regional Authority (if applicable).
- Principal contractors (if applicable) - Any specialist consultants or advisors associated with the project.
- Other consultants or contractors who contributed significantly to the project.
- Any organisations who may have been consulted during the course of the project, or who have a direct interest in the completed project.

Written endorsements from any of the above may be included in the submission. The Awards Panel may elect to contact some or all of the stated referees.

4 Judging Criteria

General

- Projects will be judged by the S+SNZ Awards Panel
- Projects will be judged against the general standards prevailing at the time.
- Where the standard of work submitted is not clearly achieving excellence, no award will be made.
- There is no limit on the number of awards that can be made in a year.

Judging Criteria

Submissions should address the criteria below if applicable:

- **Professional & Technical Challenges:** The specific elements of the project being assessed for this entry.
- **Complexity:** Difficulties and how they were overcome, special project features site or project specific constraints or opportunities.
- **Innovation:** Originality, creativity, unique features and solutions.

- **Environment:** Significance to sustainable development, protecting/enhancing existing natural features, triple bottom line issues.
- **Community Outcomes:** Significance to community outcomes, promoting sustainable healthy communities.
- **Client Satisfaction:** Meeting client needs and budget.

The judges' decisions are final. No correspondence is exchanged once the decisions are made. Information about nominees or winners will not be issued or made public prior to the awards presentations.

5 Awards

- A Project Representative (must be a S+SNZ member) for each award winner will be invited to attend the S+SNZ Awards event usually held at the annual conference Awards Dinner.
- Attendance at the awards event is at the nominee's cost.
- Award winners will be announced in various S+SNZ communication channels.

6 Additional Information

Consents & Authorisations

- The client or owner of the project must provide written consent to S+SNZ using the submission material (including images) for promotional purposes.

Note: The letter of consent may also contain statements by the client or owner of the project on how well the completed project met the objectives, time frames and budgetary constraints of the client or owner. It may also include any other relevant comments considered appropriate to offer in support of the contribution made to the project by S+SNZ member(s). The client or owner of the project may be contacted for further comment by the Awards Panel.

- S+SNZ member(s) and other party or parties to the Joint Working Relationship, must also consent to S+SNZ using the submission material (including images) for promotional purposes

Administration

- Applications will be treated as confidential.
- There is no fee for entering the awards.

7 Further Information

For further information, contact: National Office: admin@surveyspatialnz.org