



UCA Project of the Year Award Guidelines & Procedures

Overview

The UCA Project of the Year Award is presented to an individual or a group that has shown insight and understanding of underground construction in a significant project, which may include practices, developing concepts, theories, or technologies to overcome unusual problems within a project, resulting in little to no outstanding issues.

Timeline

The UCA Project of the Year Award typically adheres to the following timeline:

Due Date	Task
August 1st	Call for nominations due – Issued by Chair for T&UC
September 1 st	Nominations Open
October 31 st	Nomination deadline
November 20th	UCA Award Committee to submit recipient name and citation to Awards Coordinator
November 30 th	Awards Coordinator will submit to UCA of SME Executive Committee
March T&UC	Award recipients announced
June – biennial (Even)	Award presented at NAT banquet

Nominations

Nomination is open to all and should include:

- a brief description of the project.
- nominees and their contributions to the successful outcome of the project.
- a statement as to why the project is deserving of the award. This should include specific attributes as to why this project is set apart from others and deserving of this award.

Each submission must be made online. If the nomination is not made online, the Chair must contact the nominator and request resubmission online.

Administration

The Award Recipient will be chosen by the UCA Executive Committee

Selection of Recipients

After nominations have closed, the UCA Award Committee will be notified that nominations are ready for review. Once notified they will login at smenet.org and view all nominations and supporting documentation.

Award

The UCA Project of the Year Award is to consist of a suitable plaque engraved with the recipient's name and year of the award. The recipient will also receive a complimentary registration and ticket to the event where the award is given.

Presentation of the Award

The award will be presented biennially (even) at the NAT banquet.

Funding

All expenses incurred in respect of the Award shall be the financial responsibility of

general Underground Construction Division funds.

Amendments These guidelines may be amended by the Award Committee, subject to approval by the UCA Executive Committee. Any such amendments must be reflected in all appropriate award documentation.

Questions Questions may be directed to:
Awards Coordinator E-mail: awards@smenet.org or
SME Member Services Department Phone: 303-948-4200
