

UCA PROJECT OF THE YEAR AWARD

Guidelines & Procedures

OVERVIEW

The UCA Project of the Year Awards are presented to a Project Team 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. There are three (3) tunneling/underground Project of the Year award categories: Projects less than \$100M, projects between \$100M and \$500M, and projects greater than \$500M.

TIMELINE

Date	Task
August 1	Call for nominations due – Issued by Chair for T&UC
September 15	Nominations open
October 31	Nominations deadline
December 5	UCA Award Committee to submit recipient name and citation to Awards Coordinator
December 8	Awards Coordinator will submit to UCA Executive Committee
March issue <i>Tunneling & Underground Construction</i>	Award recipients announced
	Award will be presented at a UCA event

NOMINATIONS & ELIGIBILITY

Nomination is open to all and should include:

- A brief description of the project.
- Letter of Recommendation or Support from Owner
- 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.
- Project is eligible after tunneling and underground works are complete and up to two years after substantial completion.
- A minimum of three nominations need to be received and evaluated for each award in order to select a winner.
- Current voting members of the SME Board of Directors, SME Division Executive Committees, or Award Committees, are NOT eligible for any awards that they are responsible for approving during their term, with the exception of “past chair” recognitions.
- Two letters of support. One from someone who can speak to the qualifications of the nominee, and one from the Owner supporting the submission.
- No person is eligible to receive more than one SME, UCA or SME/AIME award in a single year.

SELECTION OF RECIPIENTS

The Award Committee will recommend to the Executive Committee a recipient they determine best represents the intent of this award. The UCA Executive Committee is required to review and confirm the Awards Committee recommendation.

AWARD

The UCA Person 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 annually at a UCA event.

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 | 303-948-4200 | awards@smenet.org