CHAMBER AWARDS

Tips for writing a great application form

- **Give yourself plenty of time.** Make sure to complete the form ahead of the 5th April deadline as extensions are not possible.

- **Ensure that the category applies to your project.** Make sure that you have read the outlines of the categories. Applying to the appropriate category could be the difference between winning and losing.

- **Answer what is asked.** Make sure to answer the questions that are asked without deviating from the point or providing unnecessary information. Stick to the specified word counts as applications that exceed the word count will not be accepted.

- **Evidence.** If you have evidence or results that support your project's achievements, use them! Statements showing deliverables achieved will add strength to the application and demonstrate the impact.

- **Judging Criteria.** Make sure to keep these criteria, listed below, in mind when you are filling out your application form.

    - Innovation: Projects avoid stereotypical actions and make an effort to think outside of the box when addressing the relevant issues. Projects are capable of adapting as they progress.

    - Engagement & Communication: There is strong and mutually beneficial collaboration with any partners or stakeholders.

    - Strategy: Projects involve clear identification and prioritisation of goals and actions, and effective communications with all stakeholders.

    - Business Impact: The project has a significant impact on the business community.

For more information please contact carly.mooney@chambers.ie