Tips for writing a great application form

- **Start Early**: Give yourself plenty of time to complete the application. Submit your form well before the deadline, as extensions will not be granted.

- **Choose the Right Category:** Carefully review the category descriptions to ensure your project is a good fit. Selecting the correct category is crucial, it could make the difference between winning and losing.

- **Answer the Questions Clearly:** Stick to the questions asked. Avoid straying off-topic or providing unnecessary information. Ensure your answers stay within the word limits, as applications exceeding the word count will not be accepted.

- **Support with Evidence:** Include relevant evidence or results that demonstrate your project's achievements. Concrete deliverables or measurable outcomes will strengthen your application and show the real impact of your work.

- **Keep the Judging Criteria in Mind:** Refer to the criteria below as you complete your application to ensure your submission aligns with what the judges are looking for:

    o **Innovation:** Highlight how your project challenges the norm, thinking creatively to address issues and showing adaptability as the project evolves.

    o **Engagement & Communication**: Emphasise the strong, mutually beneficial collaboration with partners and stakeholders involved in your project.

    o **Strategy:** Demonstrate how your project is built around clearly identified goals, prioritised actions and effective communication with stakeholders.

    o **Business Impact:** Showcase the significant positive effect your project has had on the business community.

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