

HELPFUL HINTS IN SUBMITTING AN ENTRY IN ACEC/MO'S ENGINEERING EXCELLENCE AWARDS PROJECT COMPETITION

(Read and reread the ACEC/MO “Preparing Your Entry”)

1. Ask yourself now - IS YOUR PROJECT ELIGIBLE?

- Will the owner/client sign the entry form?
- Is the project ready for use between November 1, 2021 and October 31, 2023? Project can be in another state.
- Does your project fit the judging criteria?

2. Electronic Project Submission Form

- Complete all information requested.
- Obtain **ALL** necessary signatures.
- Firm must submit an entry fee of **\$450** (non-refundable) to the ACEC/MO office along with the USB drive with all items listed in the rules. Firm must also submit project through ACEC/MO's online [EEA portal](#).

3. Electronic Project Submission Requirements – See ACEC/MO 2024 Call for Entries

4. Rating Guidelines for Judging & Criteria

- The definitions of rating guidelines and judging criteria are listed in the ACEC/MO Engineering Excellence Awards Competition 2024 Call for Entries.
- If you were a judge, could you find the information that clearly complies with and addresses each of the listed criteria?
- Judges receive a copy of the entire electronic project submission for the judging.

5. If you are a state winner

- You will need to complete two (2) 30” x 30” photographic panels (one to go on to national and one to display at awards banquet). You will also need to complete the Electronic Project Submission Requirements if you plan to submit your entry on to ACEC (entry information will be emailed to firms after state competition).
- Your first 30” x 30” panel for national will be sent on to ACEC the beginning of January and the other 30” x 30” panel will be released to you after the Awards Banquet on February 29, 2024.
- You must comply with ALL of the national requirements to compete in the national competition.
- Panel and Electronic Project Submittal to ACEC must be received no later than January 5, 2024. Submitted materials will NOT be returned to you after the national competition.
- ACEC national entry fee of \$1,200 must be submitted online if competing in the national competition. Information will be sent to firms after state competition.

Call Dawn (Hill) Danison at ACEC/MO 573-634-4080 with any questions, email:
DawnHill@acecmo.org.