

# 2<sup>nd</sup> Annual AGC Education Excellence Awards – 2010 Grand Award

**Eligibility:** The AGC Education Excellence Awards are open to all AGC general and specialty contractor members in good standing, AGC Chapters, and individuals employed by these organizations. In the event of a joint venture, the primary applicant should meet the above criteria. Nominations must be submitted by principals or officers of organizations, or with their permission. One nomination is permitted per firm per category. Nominated programs must be in progress during the 2009-2010 award period. Self-nominations and nominations from third parties will be accepted. Ongoing programs may only be submitted once for consideration in any category for the life of the EEA program unless major elements are changed and can be demonstrated.

**Submission requirements:** All materials must be submitted on **one CD, DVD, or thumb drive**. Documents must be in 12-point Times New Roman. **Submissions must include:**

1. A cover letter stating the organization's mission and vision as it relates to performance enhancement and the learning program. Describe how the applicant demonstrated excellence and why it should receive an AGC EEA.
2. The completed application form.
3. Additional materials relevant to the program that may include: photos; PowerPoint presentations; video clips (only 1 per entry, no longer than 5 minutes); letters of recommendation; testimonials; student evaluation results; media coverage, etc.
4. A \$250 donation payable to: "AGC Education & Research Foundation."

**Deadline:** All items must be received by AGC of America by **5:00 PM EDT on May 5, 2010**. Applicants will be notified upon receipt of submission.

**Notification:** Award winners will be notified no later than July 30, 2010.

**Awards presentation:** Winners will be honored at a ceremony during the 4<sup>th</sup> Annual AGC Training & Development Conference to be held October 2010.

**Submit all materials to:** AGC of America  
Attn: Education Excellence Awards  
2300 Wilson Blvd., Suite 400  
Arlington, VA 22201  
Phone: (703) 837-5366

**Send an email with the delivery service and tracking number to:** Meri Woods, [woodsm@agc.org](mailto:woodsm@agc.org)

## Special instructions:

- Please submit application in original PDF format. If you choose to answer the questions on separate paper, please remember to number the questions appropriately, eg. Part B 1, B2, etc.
- Please limit your answers to no more than 500 words per question.
- The preferred submission format is one PDF file that begins with a cover letter, followed by the answers to the application questions, followed by supplemental materials.
- Please label each file with your company name and award (eg: JKL Company\_ craft EEA).
- Try to avoid submitting documents in hard-to-read typefaces, with type over photos, or anything else that will make it difficult to review the application.
- Please verify CD or DVD functionality prior to submission.
- Photos should be pasted into a Microsoft Word document, given captions, and saved as a PDF.

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The Grand EEA will honor one exceptional construction company or AGC Chapter for its sustained commitment to construction industry training and professional development for personnel at all levels. Applicants must demonstrate how their successful program enhanced performance, improved productivity, contributed jobsite success, and furthered professionalism of the construction industry. Tools, program materials, resources, etc., should be provided. Program feedback and/or commentary from personnel trained could help distinguish nominations.

## Part A. Contact information

1. Is this application for a member or a Chapter award? \_\_\_\_\_
2. Name of primary contact: \_\_\_\_\_
3. Primary contact's AGC of America ID: \_\_\_\_\_
4. Primary contact's email address: \_\_\_\_\_
5. Company or Chapter name: \_\_\_\_\_
6. Company/Chapter AGC of America ID: \_\_\_\_\_
7. Address: \_\_\_\_\_
8. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Chapters: Please skip questions A9 & A10.

9. Estimated annual volume of work put in place by your firm: \_\_\_\_\_
10. Number of people employed by your firm (in peak season): \_\_\_\_\_

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## Part B: Initiative information

1. Title of training Initiative: \_\_\_\_\_
2. How long has the firm/Chapter been conducting this initiative?
3. Which sector(s) of the construction industry (building, highway, utility, etc.) does this initiative target?
4. How many individuals have completed this initiative since its start?
5. What circumstances led your firm/Chapter to start this initiative?

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**6. What training materials, learning tools or collateral materials are used during the initiative?**

**7. How does your organization provide organizational support for this initiative?**

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**8. Is your initiative approved or recognized by a professional organization? If yes, please name.**

**9. How are participants' skills evaluated or assessed during and at the end of the initiative?**

**10. Does your initiative require the use of assessments as part of the process for promotions and/or pay increases? If so, explain how this assessment is accomplished.**

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**11. What, if any, type of credential and/or certification do graduates receive?**

**12. Please list any unique and/or innovative aspects of this initiative.**

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**13. What, if any, plans do you have to expand this initiative?**

**14. Have you applied for this award previously and, if so, how have you improved this program?**

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## Part C: Depth of initiative

What percentage of your employees (a) have access to and (b) take advantage of the following opportunities. Your response to (b) should be a percent of the percentage of those who have access to, not a percent of all employees.

	Type of training opportunity	A	B
C1.	Formal (event-based) learning activities	%	%
C2.	Mentoring and coaching	%	%
C3.	Knowledge sharing (e.g. experts on call, communities of practice)	%	%
C4.	Knowledge bases (e.g. searchable reference material)	%	%
C5.	Job aids	%	%
C6.	On-the-job training	%	%
C7.	Tuition reimbursement	%	%
C8.	Employer-supported conference attendance	%	%
C9.	Financial support for memberships in professional associations	%	%
C10.	Financial support to receive and/or maintain relevant licenses, designations	%	%
C11.	Other (please specify):	%	%

What percentage of your organization's senior staff support education and training in the following ways?

12. \_\_\_\_% - Make public statements in support of education and training.
13. \_\_\_\_% - Participate in events as an instructor or speaker.
14. \_\_\_\_% - Include learning objectives as part of performance reviews.
15. Provide brief examples to support the percentages provided in C12, C13, and C14 above.

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## **Part D: Reach of initiative**

**(Please remember to limit your answers to no more than 500 words per question.)**

- 1. Give an example of how your organization broadened the impact of education across your organization to support business objectives during the award period. Describe the initiative (including need and link to business goals, the audience, design, and implementation) and its scope of impact. Provide evidence and metrics to support statements of impact.**

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- 2. Describe your organization's most innovative education program, (including need and link to business goals, the audience, design, and implementation) implemented within the past 12 months. If fully implemented, provide evidence and metrics of impact. If early in implementation, provide initial results and anticipated impact.**

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- 3. Describe how decisions about education and training initiatives are made in your organization: determination of need, selection of approach, design, development, and implementation.**

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- 4. Describe the processes or systems and tools that you use to measure and report on the activities and impact of the education/training function across the organization. Include how you communicate the results beyond the education function and into the business.**

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- 5. List three things the education and training function is doing to ensure the sustainability of organizational results. Describe each action, the role of the education and training function, the impact on organizational results, and the rationale.**

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- 6. Describe the long-term goals for the initiative and how the initiative fits into the long-term goals for the organization.**

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- 7. Describe how you plan to sustain your training initiatives during periods of economic uncertainty and budget constraints.**

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- 8. Explain all systems and processes for continuous improvement, including evaluation and review.**

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- 9. Describe the organization's capacity for further development, broader application, and/or replication at other sites.**