



## Frequently Asked Questions

**Q: When is the deadline for submission?**

A: April 3, 2020

**Q: Do I or my firm need to be a member of CMAA to submit?**

A: No! We do need you to identify as member or non-member. If submitting for a firm, please indicate if the firm is a member. If submitting as an individual, please indicate if you are a member.

**Q: How much does it cost?**

A: Member Firm: \$200 Non-Member Firm: \$225, Individual (member/non-member): \$150.

**Q: What are the new CM Excellence Awards?**

A: The Construction Management Excellence Awards recognizes contributions to our industry over the past year that are exemplary of our profession, even if not specific to a project. Your contributions may not be to a specific project, or may not be for a project that is completing this year. Your firm may be focused on one aspect of the delivery of PM/CM services that is truly reflective of the best part of our industry, even if the project as a whole is struggling. We want to recognize the art of Construction Management with this award, so we are looking forward to your creativity in submission.

**Q: Who is eligible for the Individual CM Excellence Award?**

A: Any Certified Construction Manager (CCM) may nominate him or herself, or may be nominated for the award. The Award will be judged on the role of the nominee in the effort being highlighted, the level of complexity in that role, how the nominees fostered creativity in the execution of their duties, and outcomes. The Award Committee will use the CMAA National Standards of Practice as guidelines for evaluation.

**Q: What will make a standout package?**

A: Submitters are encouraged to write concise narratives that demonstrate the challenges faced and outcomes achieved for all projects. Submitting information should bolster the narrative. Relevant supplemental documentation is encouraged. We hope the online submission democratizes the process so that it will definitely be function over form. Formatting is basically deemphasized over substance and quality of your efforts.

**Q: How long will the application take to complete?**

A: This will depend upon how much of the package you have pulled together. We have developed a checklist for you to use. Pull your documentation together, write your narratives in word (spell check and format there as necessary) and put all of it in one easy to find folder on your computer. Grab your credit card and you can complete the process in less than half an hour. Even if you haven't pulled the information together ahead of time, you can save the proposal and come back to it as many times as needed before the deadline.