



PMI-OC 2012 Project of the Year Checklist for Nomination Package Form

Project Name:

<i>Thank you for nominating a project for the PMI-OC 2012 Project of the Year (POY) Award. Note that incomplete nomination packages will not be considered.</i>	
Name of Project:	
<input type="checkbox"/>	Written in English.
<input type="checkbox"/>	In 8½" x 11" letter or A4 format and uses font size no smaller than 10 point.
<input type="checkbox"/>	Nomination contains no more than twenty-five (25) pages
<input type="checkbox"/>	Supporting Documentation contains no more than ten (10) pages.
<input type="checkbox"/>	Title Page
<input type="checkbox"/>	Table of Contents
<input type="checkbox"/>	General Information Sheet
<input type="checkbox"/>	Eligibility Confirmation Sheet
<input type="checkbox"/>	Addresses each of the project criteria sections listed under Section 6.8. For any category that is not applicable to the Project, there is an explanation why it is not applicable.
<input type="checkbox"/>	Owner's Satisfaction Document
<input type="checkbox"/>	Written documents providing all necessary clearances, releases, and permissions needed for public release of all submitted materials.
<input type="checkbox"/>	Written agreement by relevant stakeholder(s) to provide assistance in preparing a Showcase Project article to be published in a PMI-OC publication should the project be selected as a Finalist.
<i>The above information is complete and correct to the best of my knowledge. I understand that the nomination package will be considered complete at the time of submission.</i>	
Nominator Signature:	<i>(Please sign)</i>
Date:	
Nominator First Name:	
Nominator Last Name:	
Phone:	Alt. Phone:
E-mail:	Alt. Email: