

## The S-Lab and UKSPA Awards 2019 Stage 1 Application Form



- S-Lab and UKSPA jointly administer their Award so this is a single form for all categories.
- **Forms must be completed and received by 12.00 noon UK time on October 31 2018.**
- Stage 1 is intended to be a simple process so send no more two pages. Also, no supporting materials are necessary.
- Please let us know your intention to submit as soon as possible via, and email final entries to, [events@ukspa.org.uk](mailto:events@ukspa.org.uk).
- Help us to process applications quickly by including in the subject line of the email: - AWARD ENTRY ORGANISATION, AND CATEGORY (e.g. Award Application - Splendid Science Park: Location of the Year).

By submitting the form, you are accepting the Awards Conditions of Entry, which can be found in The Stage 1 Details document at [ww.ukspa.org.uk](http://ww.ukspa.org.uk) or [www.effectivelab.org.uk](http://www.effectivelab.org.uk)

### 1. GENERAL INFORMATION

Organisation Being Entered	
Name and Position of Application Contact	
Email and Phone No for Correspondence	
Award Category Being Entered	
Confirmation that Conditions of Entry have been read and accepted	

### 2. SHORT SUMMARY

*(2-3 SENTENCES INCLUDING ORGANISATION AND NATURE OF INITIATIVE/ACHIEVEMENT)*

### 3. DESCRIPTION OF LOCATION OR PROJECT WHICH IS BEING ENTERED

*(200-500 WORDS DEPENDING ON COMPLEXITY AND SCALE)*

**4. SUMMARY OF THE ACHIEVEMENTS OF THE LOCATION OR PROJECT?**

*(5-10 BULLET POINTS HIGHLIGHTING EVIDENCE WHERE AVAILABLE E.G. BEFORE AND AFTER DATA)*

**5. WHY IS THE LOCATION OR PROJECT SIGNIFICANT OR DISTINCTIVE AND WHAT COULD OTHERS LEARN FROM IT? (1-5 BULLET POINTS)**