

# Time Schedule 2024 IPMA PROJECT EXCELLENCE AWARD

APPLICANT	ASSESSORS	JUDGES	AWARD PMO
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## PREPARATION AND APPLICATION

<b>15. Jan</b> Application opening			Support all processes and serve as a contact point for all stakeholders
<b>21. Feb *</b> Participate in a Webinar Introduction to the Project Excellence Model and Assessment process <b>20. Mar *</b> <b>9. Apr *</b>	<b>Jan 26.-28.</b> China <b>March 14.-16.</b> Germany <b>Mar 25.-27.</b> South Africa	Participate in IPMA Project Excellence Assessment Training	
<b>9. May</b> Submit Application Form			Confirm the Application, organise training, webinars; assign the Judges
<b>available online</b> Training 'How to Prepare and Submit the Application Report and prepare the Site Visit'			
<b>6. June</b> Submit the Application Report	<b>14. June</b> Receive assignments		

\* all webinars are scheduled at 12:00-13:00 CET/UTC+2

## ASSESSMENT

<b>Aug 12. - 9. Sept</b> Prepare for the Site Visit	<b>19. June</b> Carry out the individual assessment		Collect Judges' Reports from PE Assessment Team, support the judging process, organise PR and marketing activities
	<b>22. June</b> Participate in the Team Meeting (online) and prepare the 1 <sup>st</sup> Judges' report		
	<b>01. July</b> Submit the 1 <sup>st</sup> Judges report	<b>06. July</b> Conduct the 1 <sup>st</sup> Judges meeting and provide the feedback to the Assessors	
<b>9.-12. Sept</b> Arrange and participate in the Site Visit	<b>9.-12. Sept</b> Conduct the Site Visit, prepare the 2 <sup>nd</sup> Judges Report and write the Feedback Report		
<b>7. Oct</b> Receive notification about Judges decision	<b>16. Sept</b> Submit the 2 <sup>nd</sup> Judges report		

## JUDGES DECISION, IPMA CONGRESS AND AWARDS GALA

	<b>13. Oct</b> Submit the Feedback Report	<b>28. Sept</b> Decide on Winners at the 2 <sup>nd</sup> Judges meeting	<b>16. July</b> Announce Finalists
<b>Oct 2024</b> Prepare for the IPMA World Congress and Global Awards events			<b>Oct 2024</b> Prepare the IPMA Congress and Global Awards events

IPMA Global Awards Ceremony in Cape Town, South Africa, 29th November 2024

IPMA Awards Winners Club — exclusively for the Awards Finalists (incl. the previous Winners), Assessors, Judges