

Technology

This award celebrates the innovative use of technology in pursuit of business goals as well as technological developments which enhance our profession and wider industry. It seeks examples of innovative application of systems or technology in workplace and facilities management, including artificial intelligence. Its scope is wide and can relate to advanced service delivery, use of space, management of resources or any other area where technology has been employed in support of better service delivery or to enhance the workplace and facilities experience.

The IWFM Impact Awards 2024 recognise work and projects that were completed or operational over the last three years (since 1 January 2021).

Who should enter?

Entries are welcomed from both suppliers to the workplace and facilities management profession and client organisations. All products and services will be considered equally from the simplest and least expensive to those that have the most complicated rationalisation. Eligible technologies can be an object, tool, system or process. It must be clearly defined and demonstrably improve outcomes in workplace and facilities service delivery or in the daily working experience of everyday users. Entries will not be accepted from initiatives which are planned, in development or in progress.

Entrant details

Full name

Job title

Organisation

Entry name (project/product/team name) as you would like the entry to be referred to in the Awards process (and as it would appear on a trophy)

Organisations involved

To help IWFM identify conflicts of interest in the judging process please list all organisations involved in this project or initiative, including agencies, suppliers or partners.

Entry summary

Please provide a 150-word executive summary of your entry to ensure that the judges or a person with no prior knowledge can quickly understand it and which (should you be named as a finalist) will be used at the Awards ceremony. Please write the summary in 3rd person and do not include any private or sensitive information as this may be available publicly.

What the judges are looking for

- Tangible positive impact to the workplace and facilities management function, and beyond.
- Genuinely innovative scalable technology led solutions.
- Strategic alignment with your business and/or client(s)
- Value led initiatives with a genuine RoI (true innovation is not always about those with the biggest budget).

How to create a winning submission

- This entry form is your opportunity to tell the judges why your team or project should be recognised and celebrated: be proud, be clear, show evidence, and sing your own praises!
Tip: Do consult the good practice guidance on the [IWFM website](#) for useful resources to help you focus on the key aspects of your entry.
- Judges are looking for clear, concise information, written in good English in each of the sections when assessing the entries.
- Read each question fully; the judges need to know you have understood the question and answered it directly. Incomplete responses will not attract a score.
- Please note, each section has a word limit detailed next to the question. Stick to the word limit as any words beyond the limit will not be read.
- Documents, illustrations, photos and video can be used to make your entry come alive, these can be referenced and included in your supporting evidence document.
- Equity, diversity, inclusion, responsible business, and carbon reduction all underpin great workplaces and facilities, and every award entry should demonstrate these principles and their impact in the organisation and project, please be mindful that activity does not equal impact.

Entry questions

1. **Set out how the technology innovation was created, what technology is being used and the market that it addresses – highlighting the core priorities and objectives.** (400 words maximum)

- 2. Explain the project innovation lifecycle – from inception through delivery and evaluation. Why is this solution innovating in the facilities management sector.** This could include how scope was defined and objectives were set; why the industry needs this solution, use of research and benchmarks and how organisational 'buy in' was achieved. (400 words maximum)

3. **Describe the commercial validity of this project, who will use it and why and how would it be scaled within the industry and beyond.** This could include commercial and collaboration decisions; obstacles encountered and how they were overcome. How will the solution make savings or be commercially viable into the future and who will use it. (300 words maximum)

4. **Evidence the measured or potential impact of the project or initiative.** (400 words maximum in total for both elements of this question)
- a) What measurable data can you provide for the initiative? – for example number of participants, completion rates, impact on the organisation's objectives and goals
 - b) Evidence of the impact of the initiative on the participants; bring your success story to life with examples, anecdotes, testimonials, survey results and benchmarking data (these can be referenced in the supporting documents pdf).

5. **Why is this project a technological innovation, how will it affect people and push the boundaries of what is happening within the workplace and facilities management sector. (300 words maximum)**

6. **Describe how equity, diversity and inclusion works in your organisation through your policies, procedures and operational practices and what contribution has this made to the success of your entry? (200 words maximum)**

7. **Summarise your key learnings and how this will benefit the wider workplace and facilities or built environment sectors moving forward.** (300 words maximum)