

# UNIVERSITY OF TORONTO

## SCHOOL OF CONTINUING STUDIES

### Ogilvie Award in Project Management and Entrepreneurship 2017 APPLICATION FORM

#### Definition

Project management professional and award-winning instructor, Joseph Ogilvie, established this award in 2015 to recognize and reward up-and-coming entrepreneurs registered in the School's Project Management Certificate Programs.

#### Value

The Ogilvie Award in Project Management and Entrepreneurship is valued at \$2,500.

#### Eligibility

Applicants will be required to:

- Have successfully completed a minimum of two courses in the Project Management Certificate Program at the University of Toronto School of Continuing Studies with a minimum B (70%) average.
- Submit a high-level project plan (maximum 15 slides) for launching or growing an element of an existing revenue-generating business or product.
- Provide proof of enterprise legitimacy in the form of the following: a letter of support from an existing investor/partner in the current business or a letter of support from at least one existing customer or supplier, and either a summary of financial transactions (non-audited) for the past 12 months showing all business-related transactions (income/expenses) or the company's articles of incorporation/business registration.

#### Selection Criteria

**PROJECT MANAGEMENT PLAN:** Applicants will be required to provide a compelling 15 slide (max) presentation that includes the following:

- A high-level description of their enterprise
- A clear description of a project that will be transformative/integral to the continued evolution/growth of the business.
- Justification for the project – why the project will be transformative.
- A high-level project management plan that illustrates how the idea (project) will be made into a reality. Specific areas to be included are: the scope baseline, project schedule and key milestones, project budget and cumulative cost curve, a risk register and stakeholder management plan.

**PITCH:** Qualified applicants will be given up to twenty minutes to pitch their plan to a panel of established entrepreneurs.

#### Application Procedures

Applicants must formally apply at the U of T School of Continuing Studies at 158 St. George Street, Toronto, ON M5S 2V8 or by email to Ben Wood at [benjamin.wood@utoronto.ca](mailto:benjamin.wood@utoronto.ca). Completed application forms must be received by May 26, 2017. The winner will be determined in the summer and the prize money will be given at an award ceremony in the fall.

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2017 APPLICATION FORM

**PART I - PERSONAL INFORMATION** (PLEASE PRINT CLEARLY)

School of Continuing Studies Student Number:	Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/>
First Name:	Last Name:
Street Address:	City:
Province:	Postal:
Telephone Number:	Alternative Number:
Email:	

**PART II – CHECKLIST**

Please be ensure to include:

- Project Management plan for business or product
- Proof of business legitimacy (2 items from eligibility criteria list including letter of support)

**PART III- SIGNATURE**

The above information is, to the best of my knowledge, true and accurate. I understand that any false statements I may make could disqualify me for the Ogilvie Award in Project Management and Entrepreneurship. All awards and bursaries are considered taxable benefits by Revenue Canada. In order to receive a cash award, winners will be required to provide their Social Insurance Numbers for tax purposes. By signing below, I indicate that I understand and agree to these terms and conditions.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_