



UNIVERSITY OF TORONTO  
SCHOOL OF CONTINUING STUDIES

## The Ogilvie Award for Excellence in Project Management

### 2020 APPLICATION FORM

#### Definition

Project management professional and award-winning instructor Joseph Ogilvie, established this award in 2015 to recognize and reward professionals registered in the School's Project Management Certificate Programs who have contributed to growth, innovation, and overall organizational success.

#### Value

The Ogilvie Award for Excellence in Project Management is valued at \$2,500.

#### Eligibility

Applicants will be required to:

- Have successfully completed a minimum of any two courses in any Project Management certificate program\* at the University of Toronto School of Continuing Studies with a minimum B (70%) average.
- Be in good financial standing with the University of Toronto School of Continuing Studies.

#### Selection Criteria

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

- A high-level description of their organization and how it creates value for its customers.
- A clear description of a project that was successfully delivered and that was aligned with the organization's strategic plan OR had a strong contribution to organizational success and/or growth.
- An outline of how the project was identified, selected and its resulting impact.
- A summary of their role and involvement in the project and of how their efforts contributed to its success. Include examples of how innovative or entrepreneurial approaches to the project, alongside tried and proven project management methods/practices, contributed to the project's overall success.

**B: LETTER OF SUPPORT:** Applicants must submit one letter of support from an employer or client verifying their project involvement and their accomplishments.

Submissions will be evaluated based on the demonstrated application of project management skills, as well as the demonstrated impact and scope of the project.

#### Application Procedures

Applicants must apply by email to [events.scs@utoronto.ca](mailto:events.scs@utoronto.ca). Completed application forms must be received by **June 26, 2020**. Please note that applications submitted by mail will not be accepted at this time. The winners will be announced, and the prizes presented, in the fall of 2020.

\* Students must have completed a minimum of any two courses in one of the following certificate programs: Project Management, Advanced Project Management, Agile Project Management, Applied Project Management, International Project management, Project Management Essentials

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### PART I – PERSONAL INFORMATION (PLEASE PRINT CLEARLY)

Student Number:	Title:
First Name:	Last Name:
Street Address:	City:
Province:	Postal:
Telephone Number:	Alternative Number:
Email:	

### PART II – CHECKLIST

Please be sure to include:

- Project Management plan
- Letter of Support
- Curriculum Vitae

### 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 for Excellence in Project Management. All student awards are considered taxable benefits by Revenue Canada. I understand that if my application is selected as the winning application this year that it will be shared with the donor. 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 \_\_\_\_\_