



Best SME Energy Efficiency Project

Judges will consider performance, leadership and innovation for SME* energy efficiency projects. Applicants do not need to provide information against all of the following criteria, but providing relevant information against a number of criteria will increase the likelihood of receiving an award.

Performance

Percentage reduction in energy use	The main performance criterion is the percentage reduction in energy use, measured at the site or business level (i.e. all sites owned by the business). In order to standardise between fuel types, applicants should submit information in percentage reduction and gigajoules (GJ), although they can provide supplementary information for reduction in greenhouse gas emissions.
Total savings	Total scale of energy savings (retrofits) or relative to industry average benchmark (new build), measured in gigajoules (GJ) to standardise between fuel types.
Co-benefits	Describe (and quantify if possible) any <u>major</u> co-benefits associated with the project, such as a major improvement in performance, savings in time/materials, process improvement, output improvement, competitive advantage and/or point of differentiation and market positioning.
Return on investment	Where a ROI or simple payback period is provided, nominees are asked to specify whether the ROI/payback is energy-only or inclusive of co-benefits.

Leadership

Catalysing change	Judges will consider how much a project has catalysed change in the sector, either by demonstrating a new technology, demonstrating energy efficiency in an unusual site, raising the benchmark for energy efficiency levels and/or enhanced staff engagement. Judges will consider both the extent that the project is a leading project, the effort by the nominees in overcoming barriers and the effort by the nominees or partners to promote the project.
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Innovation

New technology	Judges will consider the application of a novel technology, or novel application of an existing technology.
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Notes

Projects should have been completed OR the results confirmed between 1 October 2016 and the date the project is nominated.

*SMEs must have between 1 and 99 employees.

Terms & Conditions of Entry

Entry Process

1. To enter the National Energy Efficiency Awards 2018, you must comply with these terms and conditions of entry.
2. Entries will only be accepted via the official entry form and in line with the guidelines and word counts provided.
3. You may only enter a project or initiative in one award category.
4. The EEC reserves the right to allocate a nomination to an alternate category should the judging panel deem it more relevant.
5. If you have more than one project or initiative, you may enter each project or initiative once into separate award categories. You must complete a new nomination form for each nomination.
6. You must complete the entry form fully addressing the judging criteria provided in this document.
7. Entries (including supporting information) close at 5pm AEST on Friday 31 August 2018.
8. No late submissions will be accepted.
9. Claims made in your entry must be true and correct. The EEC reserves the right to declare your entry ineligible if, in the reasonable opinion of the EEC, the information provided in your entry is deficient, false or misleading in any way.
10. You may self-nominate for any award with the exception of the *Young Energy Efficiency Professional* and *Energy Efficiency Champion* categories where nominations must be received by a third party.
11. If you nominate a third party, the nominated party must, on request, provide written evidence that they accept these terms and conditions of entry.
12. Entrants agree to attend or provide representation at the National Energy Efficiency Awards 2018 Gala Dinner and other relevant publicity activities if they are short-listed as a finalist.
13. Entrants must declare any perceived conflicts of interest in their entry.

Privacy & Intellectual Property

14. By submitting an application, the entrant:
 - a) Warrants that the entry and the project or initiative which is the subject of the entry do not infringe on the copyrights, trademarks, moral rights, rights of privacy or publicity or intellectual property rights of any person or entity, and that no other person or entity has any right, title, claim or interest in the entry or the project or initiative which is the subject of the entry;
 - b) Grants an irrevocable, perpetual, world-wide non-exclusive licence to the EEC to reproduce, distribute, display, adapt and modify information contained in your entry (**except for confidential information identified by the entrant in accordance with clause 16**) and any intellectual property subsisting in it in connection with the National Energy Efficiency Awards 2018 and to promote the National Energy Efficiency Awards 2018 in any media now or hereafter known, including but not limited to web content, advertising, publications and on screen content;
 - c) Acknowledges that entries (including supporting evidence provided for the purposes of a National Energy Efficiency Awards 2018 nomination) become the property of the EEC and will not be returned;
 - d) Grants the EEC an unrestricted right to use all statements made in connection with the National Energy Efficiency Awards 2018 and images of the entrant or which resemble the entrant in any reasonable manner, and to permit third parties to do so, at the EEC's sole discretion; and
 - e) Acknowledges that the EEC will not be required to pay any additional consideration or seek any additional approval in connection with the uses described in this clause (except where prohibited by law).
15. Subject to clause 16, information contained within the entries of National Energy Efficiency Awards 2018 winners and finalists will be made public. It is a condition of entry that you give permission to publish your entry including your name and any photograph of you provided as part of your entry. This information may be used by the EEC for promotional purposes.
16. Entrants must indicate any confidential information (including commercial and personal information) provided in their application that is not intended for public release. The Energy Efficiency Council will not publish confidential information identified in accordance with this clause.

17. The Energy Efficiency Council will recognise and promote award winners. Entrants should be prepared to allow case studies of their entries to be prepared by the Energy Efficiency Council, and must provide input and information for those case studies as reasonably required. Case studies may be made public, except for confidential information (including photographs) identified in accordance with clause 16.
18. By entering the National Energy Efficiency Awards 2018, you consent to photographs of you being taken at the Gala Dinner and Awards Ceremony and other relevant publicity activities, and to the use of such photographs in promotional material published by the Energy Efficiency Council, including on its website, social media platforms and printed materials.

Judging

19. The judges' decisions are final and no further correspondence regarding the judges' decisions will be entered into.
20. The panel of judges consists of experts in a range of fields. Judges will score nominations against the judging criteria for each award category and supporting information supplied.
21. The panel of judges may nominate entries for any award category and must declare any perceived conflicts of interest if they do so.
22. Judges may elect to present more than one award per category to reflect outstanding achievement.