**Entry form**

Best L&D initiative

This award recognises how a creative and effective L&D initiative has contributed to the success of the organisation and its people. While face-to-face learning is most useful in some contexts, effective organisational learning now embraces a range of approaches such as mobile, socially collaborative, in-the-flow of work, and through communities of practice and peer support. We therefore welcome entries that embrace creative approaches to staff development and learning.

The judges will be looking for:

* a clear link between the L&D initiative and business goals and development needs. You should also indicate the context for your activities, such as a change management programme
* evidence of an organisational culture that promotes learning, and focuses on talent and performance
* what makes your initiative stand out, including what you have done that’s innovative
* evidence of the initiative's effectiveness, and the benefits it has brought to the organisation and its people.

**Before completing this form, read the** [rules of entry](http://www.cipdniawards.co.uk/how-to-enter/) **and** [top tips here](http://www.cipdniawards.co.uk/how-to-enter/)**.**

**How to enter**

* Type your answers on this form, addressing each of the key areas listed below.
* We understand that some information provided may be confidential and commercially sensitive, but note that some entry details may be published throughout the Awards process.
* You may upload additional supporting materials in a PowerPoint presentation along with your entry – up to 50 MB.
* The total of all your answers (Q1 – Q5) must not exceed the word count of **1200 words**.

**Your organisation**

Organisation name:

Organisation sector (delete as appropriate): Private / Public / Third

Organisation website:

Describe your organisation in 100 words (this is not included in the word count):

**Your entry**

**Project name:**

(Note: this name will appear on promotional materials and, if your entry is successful, at the Awards event. **10 words maximum**)

**Project start date:**

1. **Give an overview of the project you worked on including its objectives and timescales**
* What were the key challenges you were trying to solve?
* How did the project align with the organisation’s strategic objectives?
1. **Outline any barriers that were experienced and indicate how they were overcome.**

(*Hint: barriers could include time, budget, engagement, communication, geography)*

1. **Describe the impact that the initiative had on the business objectives in your organisation.** *(Hint: this is a crucial section. The judges will be looking for supporting data and clear evidence of HR/L&D’s impact on organisational outcome.)*
2. **Provide a summary of the project team, highlighting individual roles and responsibilities.**
3. **Provide details of any external support used, such as consultants and trainers.**

**Once you have completed your form, make sure to save and upload it to the online entry system by** [clicking here](https://www.cipdniawards.co.uk/submit-your-entry/)**.**