

**Launching the PRME Recognition Awards  
to recognise achievements in integrating the SDGs into business school strategy**

**An invitation to submit nominations**

**Submissions open on Monday 26<sup>th</sup> April 2021 and close on Monday 24<sup>th</sup> May 2021.**

We are pleased to announce the introduction of the new PRME Recognition Awards.

- **The PRME Faculty Recognition Award for excellence in SDG integration**
- **The PRME Student Recognition Award for excellence in SDG impact**

We invite you to submit nominations for students and faculty who have done inspiring and impactful work on the SDGs in the period January 2020 to December 2020 and that exemplifies one or more of the six PRME Principles.

We welcome nominations for individuals or groups for both the faculty and the student awards. It is a peer nomination process and requires a motivation, with supporting evidence, and additional commendations where possible.

Nominations are welcome from all stakeholders and the focus is on peer recognition and recognition by others, including students, faculty, and staff, colleagues from partner organisations in business, the nonprofit sector, the public sector, research institutions, and community organisations.

For the faculty award: All faculty engaged during the calendar year 2020, whether full-time, part-time or adjunct faculty, are eligible candidates for the award. In the case of a team or group, then then **a majority of** the team should be eligible faculty.

For the student award: All registered students in the calendar year 2020, or those that graduated in 2020, are eligible. In the case of a team or group, then **a majority of** the team should be eligible students.

Award winners will receive **a special certificate** from the PRME Board and Executive Director. There are three awards in each category, an award for the winner or winning team and **two highly commended accolades**.

Recognition will also be provided at the PRME Global Forum, in PRME social media and on the PRME website. The awards are aimed at sharing success stories and encouraging more students and faculty to actively participate in PRME activities. Examples include creating innovative new teaching programmes that integrate the SDGs, encouraging more SDG focused research, working collaboratively to advocate for PRME and the SDGs, serving the broader PRME community, and contributing locally relevant SDG initiatives, to name a few.

Please use this communication and other social media to communicate this invitation to your school and university community, both internally and externally. Please customise the communication as appropriate, translate it and add it to other communications on websites and social media. Please leverage you network and mobilise your school community.

Further details of the process are provided below. Material for social media use will be posted on the PRME website under the Global Forum tab.

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## **The awards**

### **The PRME Faculty Recognition Award**

- A special certificate from the PRME Board and Executive Director
- An award for the overall winner, either an individual or a team
- Two highly commended accolades for either individuals or teams

### **The PRME Student Recognition Award**

- A special certificate from the PRME Board and Executive Director
- An award for the overall winner, either an individual or a team
- Two highly commended accolades for either individuals or teams

Recognition will also be provided to all award winners at the PRME Global Forum, in PRME social media and on the PRME website.

## **Aims**

The awards are aimed at sharing success stories across the PRME community and broader network of business schools, universities and higher education institutions.

The recognition is an important way to encourage more students and faculty to actively participate in PRME activities.

## **The criteria for each award**

### **The PRME Faculty Recognition Award**

#### **Eligibility**

- The award applies to both individuals and teams.
- All faculty engaged during the calendar year 2020, whether full-time, part-time or adjunct faculty, are eligible candidates for the award.
- In the case of a team, then then a majority of the team should be eligible faculty.

#### **Selection criteria:**

A project, programme, initiative, activity, function or event that either:

- demonstrates the integration of the SDGs by delivering outcomes that have collective benefit; **and**
- supports one or more of the six PRME principles; **and**
- has received internal recognition within the business school or its affiliated university for its contribution to the SDGs;

**or**

- demonstrates the integration of the SDGs by delivering outcomes; **and**
- supports one or more of the six PRME principles; **and**
- has received external recognition for its contribution to the SDGs.

**Evidence:**

- Evidence of internal recognition may include one or more sources such as student feedback, approval as core curriculum, an internal research award,
- Evidence of external recognition may include external business school or university surveys,
- Evidence need not include the words SDGs but must clearly focus on the one or more of the SDGs or ESG or sustainability or sustainable development or ethical leadership or responsible leadership.
- Evidence does not include the ratings from accreditation bodies.

**The PRME Student Recognition Award****Eligibility**

1. The award applies to both individuals and teams.
2. All registered students in the calendar year 2020, or those that graduated in 2020, are eligible.
3. In the case of a team, then a majority of the team should be eligible students.

**Selection criteria:**

A project, programme, initiative, activity, function or event that either:

- demonstrates that students have actively created awareness of the SDGs and a sustainability mindset; **or**
  - develops a viable business solution to an SDG challenge; **or**
  - demonstrates outcomes that have collective benefit;
- and**
- has received internal recognition within the business school or its affiliated university for its contribution to the SDGs; **or**
  - has received external recognition for its contribution to the SDGs.

**Evidence:**

- Evidence of internal recognition may include one or more sources such as student feedback, approval as core curriculum, an internal research award,
- Evidence of external recognition may include external business school or university surveys, accolades or other published material.
- Evidence need not include the words SDGs but must clearly focus on the one or more of the SDGs or ESG or sustainability or sustainable development or ethical leadership or responsible leadership.

### **Nominations and UPDATED submission**

Each submission must be done via email to [globalforum@unprme.org](mailto:globalforum@unprme.org) and must include:

1. An email subject line which includes the name of the award (ex. “Submission for Faculty Award”)
2. The names and affiliations of at least 3 individuals, who support the nomination and who are not included in the nominated project, programme, initiative, activity, function, or event.
  - These individuals may be peers such as faculty, students or staff at the school or university; or ‘others’ – network partners, community leaders, or colleagues from other organisations and institutions, who are ‘stakeholders’ in the broader school community.
  - Individuals may support a nomination in their personal capacity or in their capacity as the representative of a faculty body, student club or association, or other organisation.
  - An individual may only support one nomination, in either their personal or representative capacity.
  - Members of the PRME Board, the PRME Secretariat, and the PRME Awards committee may not nominate or support a submission.
3. A written commendation that motivates why the nomination is worthy of recognition (maximum 300 words).
4. Upload of supporting evidence to support the nomination (maximum of 3 files in pdf format).

### **Responsibilities**

The PRME Secretariat is responsible for:

- open and transparent communication of the awards process on the PRME website
- providing a submissions process on the PRME website
- providing digital and other material to communicate the awards process.

The PRME Awards Management committee is responsible for:

- executing the approved awards process;
- arranging the process and communication of the awards and the submission of nominations.
- conducting the initial assessment of applications in order to generate a shortlist of 10 candidates for each award, in accordance with the process set out below.

The PRME Awards Adjudication committee is responsible for:

- the selection of the winners from the shortlists of 10 candidates.
- the announcement of the awards of the PRME Global Forum

The PRME Awards Management committee comprises:

- three representatives from PRME Champions schools;
- oversight by the Head and Executive Director of the PRME Secretariat;
- administrative assistance from the PRME Secretariat.

The PRME Awards Adjudication Panel comprises:

- three members of the PRME Board.

The awards will be announced during the PRME Global Forum on 16<sup>th</sup> and 17<sup>th</sup> June 2021.

### **The assessment process**

The assessment process is the same for both awards and has three parts:

1. An initial review of all applications
2. The selection of a shortlist of 10 nominations
3. The selection of the winners

#### **Part 1: The initial review:**

The initial review is conducted by the PRME Awards management committee. All nominations will be compared to the submission criteria. The first pass will be to remove any nominations that do not meet the criteria. The second pass will organise all the remaining nominations into three categories, namely, strong candidates, candidates with good potential, and candidates where the potential does not appear to be fully developed.

Quality controls: The PRME Awards Management committee will be apply the criteria and will follow a systematic selection process with the oversight of the Head of PRME.

#### **Part 2: Selecting the shortlist**

From the strong candidates and the candidates with good potential, the committee members will each propose 10 candidates for the final short list.

Quality controls: Independent cross-checking will be applied and the final short-list must be agreed by all three members of the committee. In the event that the committee cannot reach a unanimous agreement on the final short list, then the Head of PRME will have a casting vote.

#### **Part 3: Selecting the winners: The PRME Awards Adjudication Panel**

The final short list of 10 candidates will be submitted to the Adjudication Panel for deliberation and final selection of the three award winners in each category.

The decision of the PRME Awards Adjudication Panel is final and no appeals will be considered.

### **Administration**

**The PRME Secretariat** will provide an online submission process on the PRME website. No email submissions will be accepted.

The PRME Secretariat will also provide suitable social media assets that may be used to disseminate and communicate the call for submissions.

**The PRME community**

The process relies on the PRME community and network of schools, universities, students, partner organisations.

Please support the communication of the call for submissions through multiple channels such as email, website and social media.

You may use the media provided by the PRME Secretariat to customise to your needs. Please translate as required or create additional material. We ask that you retain the PRME branding.

**Q&A**

Please submit any questions to **[globalfoum@unprme.org](mailto:globalfoum@unprme.org)**