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**ACEC/MA Diversity, Equity, and Inclusion (DEI) Commitment Award Application Due January 15, 2025**

ACEC/MA is committed to an open and inclusive business environment in the consulting engineering, land surveying, and A/E firms statewide. The **2025 ACEC/MA** **Diversity, Equity, and Inclusion Commitment Award application process is now open**. This award honors a firm’s ingenuity, leadership, and commitment to advancing Diversity, Equity, and Inclusion within the profession.

Specifically, the award aims to elevate the important impact of an organization that has demonstrated value beyond expectations and requirements —as a representative of new standards of excellence– to ensure advance of DEI within the industry. Applicants will be evaluated on their commitment and progress to building meaningful partnerships across both their organization and the profession, having an impact in the community, and providing opportunities for advancement of their employees and stakeholders.

**Applications are due by close of business on January 15, 2025**. Eligibility, Application Requirements, and Evaluation criteria information are provided below. Award winners will be evaluated by the criteria below. ACEC/MA will present awards, each to one firm in each of the following categories:

1. Small/Medium: less than 500 employees (firmwide)
2. Large: 500 employees or greater (firmwide)

Awardees will be announced and recognized at the Annual Engineering Excellence Awards Gala on **April 7, 2025**. The person listed as the application author will be invited as the firm representative to the Gala to receive the award.

**Eligibility**

* Any ACEC/MA Full Member Firm with a Massachusetts office can submit an application.

**Application Requirements**

* Provide full anonymity for the firm by **removing references to your firm name** in the response to sections, **except for the boxes on page 3**. The submitter may identify the client/ owner/ prime and any projects.

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**Provide a narrative** that describes the firm’s history of commitment to DEI, a detailed description of current initiatives, programs, and projects, along with the firm’s current demographics. **The maximum word count is 500 words per each section below**. We understand that some firms may not have extensive experience in all these topics, but please respond with as complete an answer as possible.

**Background** - Describe the firm’s background and history focused on commitment to community service, industry collaborations and advancement (STEM), and Diversity, Equity, and Inclusion.

**Internal Commitment** - Demonstrate the firm’s internal commitment to Diversity, Equity, and Inclusion. Highlight initiatives you have taken internally across your firm to:

* *Raise the awareness of DEI*
  + - *Create opportunities for learning and knowledge sharing*
    - *Diversify your workforce*
    - *Create a sense of belonging and DEI culture*

**External Commitment** – Demonstrate the firm’s external commitment in Massachusetts to Diversity, Equity, and Inclusion

* + - *Provide examples of where your employees and firm have made on impact on supporting DEI in professional organizations, with external stakeholders, and within the community.*

**Project Delivery** - Demonstrate commitment to Diversity, Equity, and Inclusion within Project Delivery in Massachusetts

* + - *Describe the work your firm has done in support of advancing diversity, equity, and inclusion on a project(s), including:*
  + Descriptions of types of projects and EJ/community outreach
  + Demonstrated commitment to meaningful participation on projects, including inclusion of DBE/Small Business Enterprises
  + Example(s) of Project experience

**Demographic information.**

**This page (page 3) should be submitted as a separate file with a filename that includes the firm name. It will be separated from the application during the judging process.**

|  |  |
| --- | --- |
| **Name of person submitting (application author)** |  |
| **Title** |  |
| **Firm/Organization Name and Category** (*Large or Small/Medium*) |  |
| **Address** |  |
| **City/State/Zip** |  |
| **Daytime Tel** |  |
| **Email** |  |

**Application Submission:**

* **Deadline: January 15, 2025.**
* **Use this Subject Line for your email: ACEC/MA Diversity, Equity, and Inclusion (DEI) Commitment Award Application**
* **Email your firm’s Application to** [acecma@engineers.org](mailto:acecma@engineers.org) **in MS Word.** Do not include the first two pages of the generic application with your application. Use your firm’s name in the filename for the application; we will duplicate each application with an anonymous filename for the judges.
* As a separate attachment in your email, complete **page 3** in MS Word, give it a filename that includes your firm name, and attach it to the email. This file will be separated from your application during the judging process.

Questions? Contact ACEC/MA staff at 617-227-5551 or email [acecma@engineers.org](mailto:acecma@engineers.org)