

# Make UK Manufacturing Awards

## CATEGORY ENTRY GUIDANCE

### Developing Future Talent

This award has been developed to recognise those that have done the most to promote diversity, develop talent and build skills amongst their employees. This could also include promoting engineering and manufacturing careers through activities within the community.

Examples include (but are not limited to):

- Promoted equality, diversity and inclusion through workplace initiatives
- Improved recruitment, retention and promotion for minority groups
- Implemented upskilling or retraining programmes to meet skills gaps and/or bring in new talent
- Implemented apprenticeship or a mentoring programme to recruit young talent
- Improved or increased digital skills in the workplace to support a digital manufacturing future
- Developed a programme to visit local primary and secondary schools to talk about business and career opportunities within the sector
- Collaborative community activity to drive/promote manufacturing

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## Important Information

- Please ensure you take the time to read and adhere to the [terms and conditions](#) of entry.
- Ensure sections are completed in full and financials are included where required.
- For assistance in navigating the online portal [click here](#).
- Please fill in the entry and contact information pages to the fullest – this information is used to contact you in relation to your entry and also used for the purpose of creating certificates and trophies and other awards related materials.
- Financial information is optional for this category. Please see question 3 below for more details.

## Entry Guidance

The question guidance in this document is for use to support you in completing your entry. They are examples of what you may include in your entry, but you should not limit your entry to only including these. For further assistance in telling your story contact the awards team.

### ***Question 1: What did you set out to do and why?***

**Set the scene by telling us about your business and what you do. (500 word count)**

- **TIP – Don't use up your word count describing your business, the judges already know a lot by your entry information. Instead include that briefly and then move onto the nature of your project/ strategy/ change and why this was important to implement.**
- **What business challenges and needs were identified and why?**
- **Describe the strategy behind the programme/ project. This is your opportunity to show your vision to the judges.**
- **How did this fit into the company's strategic priorities?**

- How does promoting engineering and manufacturing careers fit into the company's strategic priorities?
- What success measures and targets were established at the outset to assess and monitor the success of the project?

***Question 2: Project in Action***

**Describe how the project/ programme was implemented in your business. (500 word count)**

- TIP – this is the part of the entry form where you will spend most the time telling your story.
- Describe how the programme was implemented in your business.
- What process did you follow to decide on the right solution and how was this designed, implemented and managed? (including time frame, key milestones, approach and governance)
- Who was involved from the company, was there a dedicated team, how did they engage with key stakeholders, what external support (if any) was called upon and what capital investment was required (if any)?
- Were any unforeseen barriers encountered and how were these overcome?
- How did you facilitate and embed the transfer of learning from the training events to the learner's day to day role?

- What activity did you decide on to deliver your objectives and how was this designed, implemented and managed? (including time frame, key milestones, approach and governance)

### **Question 3: Objectives and Results**

**a) Outline your objectives or targets used to measure your success (500 words)**

- This is where you show the targets set for the strategy/ project discussed in question 2.
- TIP – the more measurable targets you can include the better the judges can understand what you were trying to achieve and how much you ultimately accomplished
- **Objectives:** this is the main objective you were looking to achieve
- **Specific target:** is the measurable target set to achieve this goal
- **Target delivery date:** the date you set to achieve this target by
- Any additional objectives or targets that were added along the way and why?

**b) Have your plans met/exceeded your objectives/targets? What has been the benefit to your company? (500 words)**

- **Achievement:** what was ultimately achieved – target achieved? Exceeded? Did you finish it early?
- If you did not meet your original planned objectives/targets what changed and what was the resulting impact?

**c) Provide net profit and turnover for past three years (500 words)  
*For this category, these figures are optional.***

- Any additional benefits accrued which were not foreseen in the original plan?
- What plans do you have in place to build on your success? Did your results propel you to make future plans?
- How has the overall business benefitted?
  
- This information will be kept strictly confidential. All judges sign an NDA prior to viewing entries.
- This information is optional for this category. It is useful to include if a significant investment in staff has led to cost savings or promoted profit.
- In the relevant notes box below the table include any additional information you wish the judges to know.

### **Supporting documents**

- TIP – this is your opportunity to show examples of your project, team, project plans and give a visual of your strategy to the judges
- We would encourage you to upload a short video (up to 1 minute) to help support your application. This could be you speaking to camera, a testimonial from a colleague, or footage of your factory/site/a product you've worked on.
- We cannot guarantee that the judges will view any additional items beyond 1 A4 page/1 slide per upload.
- Do not include any links to external websites – these will not be viewed.
- Please ensure you reference your supporting documents within your entry form in the relevant areas - you can name each file to make this easier for the judges to identify.

**For further information contact: [awards@makeuk.org](mailto:awards@makeuk.org)**