



## 2024 Entry Requirements

### Introduction

BOMA Canada is excited to announce the launch of the BOMA BEST Spotlight Award. An award designed to recognize exemplary sustainable practices and operational excellence for buildings enrolled in the BOMA BEST Sustainable Program. It will celebrate a team's commitment to a single building that tells a unique sustainability story. The focus will be on the team/building's commitment to environmental stewardship and community engagement.

### Objective

The primary objective of the BOMA BEST Spotlight Award is to showcase and acknowledge innovative achievements in sustainability within the BOMA BEST Sustainability program. By highlighting best practices and innovative approaches, this award aims to inspire others to adopt similar strategies, ultimately contributing to a more sustainable built environment.

### Award Details

- **Submission Period:** The call for submissions will commence in early April, with the deadline set for July 15th, 2024.
- **Judging Panel:** The judging panel for the BOMA BEST Portfolio Spotlight Award will be comprised of the BOMA BEST Technical Team, ensuring expertise and credibility in evaluating sustainability initiatives.
- **Submission Process:** Applicants will be required to submit their entries through Jotform, providing comprehensive insights into their sustainable journey and achievements.

- **Eligibility:** This is a single building award. To be eligible for consideration, a building must hold a valid and current BOMA BEST Sustainable Certification. Any level of certification is welcome to apply. Buildings must be located in Canada.
- **Entry Fee:** An entry fee of \$250.00 is applicable per submission.
- **Criteria:** Evaluation criteria will include the applicant's sustainable journey, impact of BOMA BEST certification, efforts towards sustainability, achievements, and collaborative endeavors within their teams.
- **Recognition:** Winners of the BOMA BEST Sustainable Spotlight Award will receive a trophy presented during the National Awards Gala at BOMEX annually. They will be notified in advance and invited to attend the gala (travel expenses not included). Additionally, winners may be featured in post-event editorial, marketing initiatives and be highlighted in the 2025 National Green Building Report.

For further inquiries or submission guidelines, please contact [info@bomabest.org](mailto:info@bomabest.org)

#### **Entrant Details:**

- Company Name:
- Contact Person:
- Email Address:
- Phone Number:
- Building Name and Address:
- Building Management Company Name:

#### **Criteria:**

##### Sustainability Journey:

1. Describe your building's commitment to sustainability and building operational excellence. Highlight key initiatives, milestones and unique challenges. [Maximum 300 words]
2. How has your building integrated BOMA BEST Sustainable certification into its sustainability strategy? Explain the impact of BOMA BEST on your building's operations and practices. [Maximum 300 words]

Achievements and Impact:

3. Share specific performance achievements (EUI, water reduction, tenant uptake etc.) or projects that demonstrate your building's dedication to sustainability. Provide details on measurable outcomes and their impact on the environment, community, and stakeholders. [Maximum 300 words]
4. Describe any collaborative efforts or partnerships that have contributed to your building's sustainability goals. Highlight the role of team members, stakeholders, and external organizations in achieving these objectives. [Maximum 300 words]

Additional Information:

5. Please provide any additional information or insights you believe are relevant to your application for the BOMA BEST Sustainability Spotlight Award. [Maximum 200 words]
6. Please submit a picture of your building and team.

Confirmation: I confirm that all information provided in this application form is accurate and complete to the best of my knowledge. [Checkbox for Confirmation]

<https://form.jotform.com/240995510066054>

*Note: Word limits are provided for each question to ensure concise and comprehensive responses. Applicants are encouraged to adhere to these limits for effective evaluation.*