

ENTRY CRITERIA & GUIDANCE

- The MCA Awards can only be entered by full MCA members (membership must still be valid up to and including Monday 1st November 2021). The only category that is open to non members is the Best New Consultancy category.
- Entries must be purchased via the MCA website.
- Submissions will be widely featured in publicity materials, including the national press.
- Entries must submit Two Word documents.
 - One must include a cover sheet stating the name of the consulting firm, the name of the client, and the category being entered; and may include the consulting firm and client logos. This cover sheet will not be included in the word count.
 - One must have no mention of the individual consultant's name within the submission, company name or any company branding. It should still include the name of the client and the category being entered on the cover sheet. This cover sheet will not be included in the word count.
- All entries must follow the prescribed structure, headings and word count. Failure to do so may result in disqualification. Word counts include all headings and footnotes, but not words in diagrams and charts, or the cover sheet. Pages should be numbered.
- All entries can include a maximum of three images within the written entry to tell the story. This can include diagrams, charts, photos/images. Please note these documents must be able to be viewed clearly.
- No additional documentation or other supporting material will be accepted. The MCA reserves the right to destroy such material.
- The judges' decision is final. There will be no appeals.
- Sponsoring firms cannot enter the category they are sponsoring.
- The MCA reserves the right to alter categories or to re-allocate entries between categories once the closing date for entries has past. Entered firms will be consulted if the MCA decides to do so.

Each consultancy firms can submit the following:

- **PROJECTS** – A maximum of 2 entries for each project category, therefore, the potential to submit 24 project submissions.
- **INDIVIDUALS** – A maximum of 4 entries for each individual category, therefore the potential to submit 28 individuals' submissions.
- **BEST NEW CONSULTANCY** - A maximum of 1 entry for the best new consultancy category.