



2025 Monumental Awards Entry Guidelines

as of 2/27/2025

Early bird entries are due by midnight May 1.

ALL 2025 Entries must be received electronically by no later than 11:59 p.m. on Sunday, June 1, 2025.

Entry Guidelines:

1. All projects constructed/completed in Bartholomew, Boone, Hamilton, Hancock, Hendricks, Johnson, Madison, Marion, Morgan and Shelby Counties between May 1, 2022, and May 1, 2025, are eligible to enter.
2. Projects may include both public and private sector facilities.
3. All projects may be entered in as many categories for which they qualify. A separate Entry Form, PowerPoint presentation (16:9 aspect ratio), and entry fee (\$100 early bird, \$200 normal submission) is required for the first submission.
4. Any project submitted is eligible to win in each category one (1) time only.
 - This includes the Monumental Award. Honor award projects are not eligible to be submitted in the same category for future Monumental Award events.
 - Projects that have been submitted or won previous merit or achievement awards are still eligible to be submitted under different categories and to be considered for the Monumental Award within the three (3) year eligibility period.
5. Honor award recipients from each category become finalists for the 2025 Monumental Award. You do not need to prepare a separate submission for this award. Monumental Award finalists will be announced during the awards event.
6. All unique project entries must include separate submissions and a \$100 early bird or \$200 standard submission fee for the first submission. There are no fee refunds.
7. All entries must include a minimum of five (5) and a maximum of fifteen (15) color images best depicting the project in a PowerPoint file in the order they are to be viewed by the jury (full screen viewing). Be sure all images are at 300 dpi. PowerPoint presentation should be only full screen photos, no text allowed other than labeling of images (before, after, floor plans, etc.). Renderings and floor plans can be included but are counted against the 15-slide maximum allowed. ***The PowerPoint file must be named the formal project name. Please note that by submitting your project photos, you are giving the Indy Chamber permission to use the images for the 2025 Monumental Awards or for future Monumental Awards events and promotional materials.***
8. Projects are judged based on the 2025 Judging Criteria & Category Requirements Webpage and these Entry Guidelines. Please refer to these documents to ensure that your submission addresses all judging criteria.
9. All entries must include a maximum 1000-word narrative that clearly and concisely outlines the project scope and explains why the project should be considered. In addition to the 1000-word narrative, a 500-word paragraph, a 100-word paragraph, and a 50-word paragraph is requested in the Entry Form that will be used during the awards ceremony. **Please use the 500-word paragraph to recognize any partners as you see fit.** Please be sure to include a unique description for each category in which the project is submitted. These paragraphs are subject to change after submission for promotional purposes.
10. Complete entries (both Entry Form and PowerPoint Submission) must be received no later than 11:59pm, **Sunday, June 1** to the Indy Chamber via the submission form.
11. Separate supporting documents will only be accepted by including a link (URL) in the 'supporting document field'. Scanned articles will not be accepted.
12. Each entry must comply with the 2025 Judging Criteria and Category Requirements for each individual category requirements listed on Judging Criteria and Category Requirement webpage.

13. Any entry not conforming to these requirements will not be accepted.
14. A representative from the submitting organization must be present at the Monumental Awards event on Wednesday, October 1st from 5:00-9:00 pm. Submitting Organizations are encouraged to host a celebratory tailgate with partners, family, and friends as a piece of this event.

Entry Steps:

Step 1: Click on the 'begin your submission' button at the top left of the page, and complete the following information:

- Contact Information (Name, Email, Title, Company, Address, Phone)
- Project Information
 - Formal Project Name (this cannot include the submitting organization name)
 - Address of Project
 - Award Category
 - Submitting Organization
 - Address of Submitting Organization
 - Phone of Submitting Organization
 - Preferred social handles of Submitting Organization
 - Owner, developer, designers, and contractor with a main contact person. *Please note that co-submissions between firms are limited to joint ventures.*
- The names of two (2) individuals who will be recognized during the Monumental Awards Ceremony. We recommend this be used for a president, CEO, and/or project manager, and include the individual's name, title, and organization. ***Please also include a phonetic spelling of names to ensure that they are read correctly at the awards presentation.***

Note: Each winning project will receive two awards. Additional awards may be purchased after the awards ceremony.

- For proper recognition of materials, please identify the photographer's name, email, and phone. Please note that by submitting your project photos, you are giving the Indy Chamber permission to use the images for the 2025 Monumental Awards or for future Monumental Awards events and promotional materials.
- Narratives that clearly and concisely outline the project scope and explain why the project should be considered based on the judging criteria and specific category requirements. Jury evaluations will review all narratives.
 - 1000-word narrative (maximum) to be used to describe Honor award winning projects at the ceremony.
 - 500-word narrative (maximum) to be used to describe the project in various marketing materials.
 - 100-word narrative (maximum) to be used to describe the project in various marketing materials.
 - 50-word narrative (maximum) to be used to present the project as an award winner at the ceremony.

Note: You may use these summaries to recognize additional members of the project team (consultants, suppliers, or other contributors), that helped make the project a success.

- Optional supporting document URL links.
- Optional video URL link related to the project.
- Upload one (1) 300dpi high resolution image to be used for marketing graphics.
- Upload PowerPoint Presentation (16:9 aspect ratio) required files based on the 2025 Entry Guidelines above (see: #7).
- The People's Choice Award will be awarded at the ceremony to the project that has the most "likes" on Facebook.
 - Choose and upload one (1) image. This can be the same high-resolution image you are using for marketing.
 - Provide 1-2 sentences describing the impact this project will have on the Indy region.

Step 2: Payment and completion of the form.

Note: If you would like to submit multiple projects, you will pay for the first submission and then be directed on how to waive the submission fee for all further submissions.

Questions should be directed to Jess Gillum at 317.464.2229, or jgillum@indychamber.com.

The Indy Chamber reserves the right to update these guidelines as needed.