

# **2025 NAMIBIA ANNUAL PROJECT AWARDS**



PMI Namibia Chapter will host the first Annual Project Awards in Namibia to recognize projects that display sound project management principals.

**Year – 2025**

# About PMI Namibia

## Welcome To the World of Project Management

Project Management Institute is a volunteer driven organization. The Namibian PMI Chapter was chartered in 2021 and currently has over 50 members.

We are dedicated to promoting the adoption, advancement and success of project management in our community and surrounding area.

## Our Purpose

To add value to society by applying effective project management principles and building a strong, visible project management community locally and globally.

## Our Mission

To lead Project Management Practice Thought Leadership in Namibia by actively establishing, engaging, sensitising, and expanding the project management community driven by a commitment to elevate the profession through measurable impact, recognition, and acknowledgment.



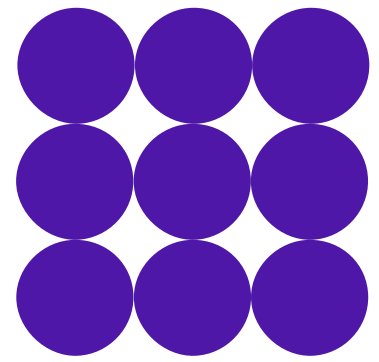


**Since 1975, we  
have built a strong  
community.  
With over 5500  
members, PMI is  
one of the largest  
professional  
organisations in  
the world.**

## **Value Proposition**

- Grow Your Network - Join one of the largest Global Chapters
- Obtain Globally Recognized Certifications - PMI Credentials open doors to industries around the world
- Contribute to Your Local Community - Get involved in social good and advocacy initiatives in your community
- Take your Career to the next level - Tap into the latest trends and knowledge to grow professionally

# PMI Namibia Chapter Awards **Categories**



- Applications are open to **ANY** projects done in Namibia and completed by the 30th of June 2025.
- These awards recognize excellence in project management practices in Namibia
- PMI Namibia Award Categories :

**Project of the Year (Over N\$ 10 million)**

**Project of the Year (Under N\$ 10 million)**

**Project Manager of the Year (Individual)**

**Social Project of the Year**

**Portfolio/Programme of the Year**

**Donor Funded Project of the Year**

**Future Project Manager of the Year (*Individual – limited to women this year in honor of Namibia’s first female president.*)**





## How to Apply

Visit [www.pmi-namibia.org](http://www.pmi-namibia.org) between July 1<sup>st</sup> and July 20<sup>th</sup> to download an application form from one of the categories.

- Fill out the application form thoroughly and submit it along with the necessary supporting documents.
- Shortlisted projects will receive an invitation to a gala dinner, where they will present their projects to a panel of judges on Awards Day in 16<sup>th</sup> August 2025.

Be sure to check out [www.pmi-namibia.org](http://www.pmi-namibia.org) to apply starting **1<sup>st</sup> July 2025!**



# Event Overview

**Cost**

**N\$ 150 000**

**Venue**

**Hilton**

**Participants**

**100– 150**

**Entrance fee**

**Pmi Namibia Members/Students**

**N\$ 100**

**Non-Pmi members**

**N\$ 200**

**Dates**

**Event**

**16 August 2025 ( 18h00 to 21h00)**

**Applications open**

**1 July 2025**

**Applications close by**

**20 July 2025**

# Eligible

- Project of any type, from any industry, in public or private sectors.
- Project may be from any region in Namibia.
- The project must have been completed by 30<sup>th</sup> June 2025.
- The Lead Nominator does not require PMI affiliation.

# Not Eligible

## Eligibility Criteria for PMI Awards

- A project that has either won or been previously nominated for the PMI Project of the Year Award or the PMI Project Excellence Award.
- Projects must be completed within three months from the nomination deadline.
- Current PMI staff, contractors, and/or consultants are not eligible to apply for this award.

## Award Distribution

This section replaces the “Number of Awards” section:

- One Mega project, along with up to two finalists, will be awarded the PMI Project of the Year Award **(Over N\$10 Million )**
- One Small to Medium project, along with up to two finalists, will be honored with the PMI Project of the Year Award **(Under N\$10 Million )**

PMI reserves the right not to select any finalists in a given year if evaluations indicate that the nominations do not meet the specified criteria.



# Nomination

## Overview

- One Lead Nominator with whom PMI will communicate regarding the nomination must be designated.
- The Lead Nominator does not require PMI affiliation.
- Review PMI General Nominations Guidelines and Criteria.







# Sponsorship

**Award Sponsorship**

**N\$ 20 000**

**Project of the Year Award**

**N\$ 30 000**

**General Sponsor**

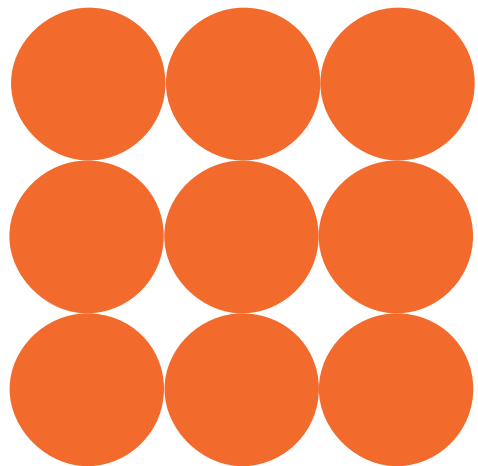
**Any**

# Criteria

## 1. Introduction/Summary

This section provides the project background.

- Provide project information
  - Project Name:
  - Project Location:
  - What was the original budget?
  - What was the final approved budget?
  - What was the actual budget?
  - What was the start date?
  - What was the original completion date?
  - What was the final approved completion date?
  - What was actual completion date?
- Provide a brief overview of the organization and the project.
- Describe how the project contributed to the organizational strategy.
- Describe the benefit/value of this project on the general public.





## 2. Benefits Realization

Show that the benefits/value of your project were realized by answering the following:

- Identify the benefits/value of the project for the organization(s).
- Describe what processes/tools were used to verify if the project benefits were achieved or not.
- Describe what benefits-related complexities had to be overcome.

## 3. Leadership

Show that the leadership of the project was effective by answering the following:

- Describe the project leadership, including key stakeholder relationships and executive sponsorship.
- Describe what leadership practices were used and how they were used.
- Describe how effective leadership contributed to the project's success.
- Provide a letter signed by the project sponsor that will:
  - Describe the project benefits and confirm they were realized to your satisfaction.
  - Describe your engagement with the project leadership.
  - Describe and list the top three reasons why you believe this project is a worthy candidate for this award.
  - Describe how this project aligns with the strategy of your organization.

## 4. Stakeholders

Show that stakeholder expectations and communications were effectively managed by answering the following:

- Identify the key stakeholders and why they were key to your project. Describe what
- processes/tools were used to manage stakeholder expectations and communications.
- Describe how these processes/tools were used to manage stakeholder expectations and communications.
- Describe how effective management of stakeholders contributed to the project's success.
- Describe what stakeholder-related complexities had to be overcome.

## 5. Schedule

- Describe what processes/tools were used to develop and manage the schedule. Describe how
- these processes/tools were used to effectively manage the schedule's critical path.
- Describe how effective management of schedule contributed to the project's success. Describe
- what schedule-related complexities had to be overcome.





## 6. Cost

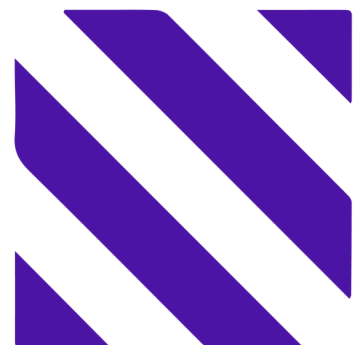
Show that the project cost was effectively developed and managed by answering the following:

- Describe what processes/tools were used to determine the project cost.
- Describe how these processes/tools were used to effectively manage the project costs.
- Describe how effective management of cost contributed to the project's success.
- Describe what cost-related complexities had to be overcome.

## 7. Scope

Show that the project scope was effectively developed and managed by answering the following:

- Describe what processes/tools were used to document the project scope.
- Describe how these processes/tools were used to manage the scope.
- Describe how effective management of scope contributed to the project's success.
- Describe what scope-related complexities had to be overcome.





## 8. Risk

Show that risks were effectively managed during the project by answering the following:

- Identify the key risks and explain why they were key to your project. Describe what
- processes/tools were used to document risks. Describe how these
- processes/tools were used to manage risk. Describe how effective management of
- risks contributed to the project's success. Describe what risk-related complexities
- had to be overcome.

## 9. Project Change Management

Show that risks were effectively managed during the project by answering the following:

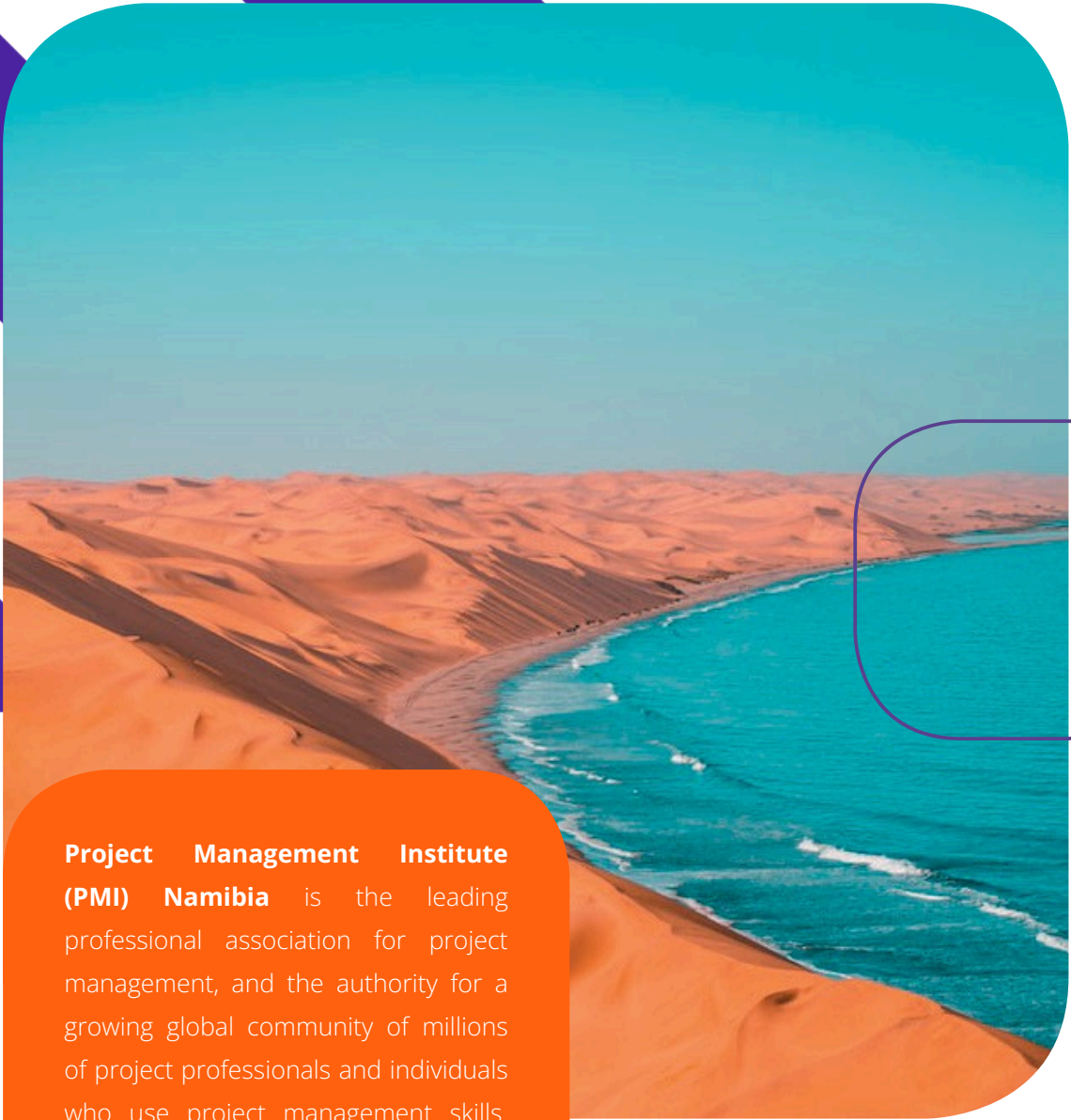
- Describe what processes/tools were used to document and approve changes.
- Describe how these processes/tools were used to manage change.
- Describe how effective management of change contributed to the project's success.
- Describe what change-related complexities had to be overcome.
- Identify the key changes during your project and why they were key to your project.

## 10. Lessons Learned

Show that lessons learned from previous projects (if any) and from the submitted project were effectively integrated into the project and/or organization by answering the following:

- Describe what processes/tools were used to capture lessons learned.
- Describe how the lessons learned were integrated into the project.
- Describe how the integration of lessons learned contributed to the success of the project.
- Identify the key lessons learned and why they were key to your project and/or organization.





**Project Management Institute (PMI) Namibia** is the leading professional association for project management, and the authority for a growing global community of millions of project professionals and individuals who use project management skills. Collectively, these professionals and “changemakers” consistently create better outcomes for businesses, community and society worldwide.



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[www.pmi-namibia.org](http://www.pmi-namibia.org)