Make UK Manufacturing Awards

CATEGORY ENTRY GUIDANCE

SME of the Year

This award has been developed to champion businesses with less than 250 employees who have blazed a trail within the manufacturing sector. They will have led by example and developed progressive best practice for others in the industry. They will have shown exceptional initiative, boldness and dynamism, as well as exemplary management practices.

Examples include (but are not limited to):

- Exceptionally productive business spending/investment
- Adoption of new technologies that increased productivity and capacity
- Having deep ambition to scale in the future
- Where staff have grown with the SME through its journey
- Innovation and research supported and funded, even if total capital limited
- Diversification in product or service offering, showcasing the business's agility as an SME to meet changing demand

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.

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.

Testimonial (1500 word count)
The entry form for SME of the Year category is simple and comprises of 1500 word max description.

Question: Tell us why your company should be crowned SME of the Year.

Hints and tips:

- The more information and examples you can include the more the judges can base their entry on.
- Outline specific goals the company had and how they went about to achieve them?
- Explain to us how this company have spent their capital for the greatest gains?
- Tell us about the journey of the company, particularly over the past three years
- How has the company developed their workforce?
- Tell us about innovation, creativity and original thinking; adoption of new technologies and working practices to achieve operational excellence
- Have you shown strong, sustainable commercial performance; significant growth through new channels or product introduction; capitalising on market opportunity
- Testimonials from team members/ managers/ stakeholders (see more in supporting documents)
- Summarise the lessons you have learned on your journey and how any practices you have adopted could help other SMEs

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

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