# Honorary Fellow nomination form

### Please use this form to submit a nomination for Honorary Fellowship of the Association for Project Management (APM). Honorary Fellowship is both an accolade and a grade of APM membership.

The criteria and rules for the award of Honorary Fellowship are on the next page. **Please review these carefully**. Note that [Fellowship](https://www.apm.org.uk/membership/fellow/) of APM is separate to Honorary Fellowship and is the relevant grade of membership for project professionals. Honorary Fellowship is awarded to people outside of our profession and not to project professionals.

### The form is to be completed by a nominator and seconder. One of these must be a voting member (MAPM/FAPM). Nominees cannot self-nominate and individuals should not be aware they have been nominated.

### Please send the completed form to [mike.robinson@apm.org.uk](mailto:mike.robinson@apm.org.uk)

| Nominator and seconder | |
| --- | --- |
| Full name of nominator and APM membership number (if a member) |  |
| Proposer’s email address and phone number |  |
| Date |  |
| Full name of seconder and APM membership number (if a member) |  |
| Seconder’s email address and phone number |  |
| Date |  |
| Candidate’s details | | |
| Full name of candidate for award |  | |
| Candidate’s email address and phone number |  | |

## Honorary Fellows criteria (extract from APM’s Regulations)

* 1. Honorary Fellows Criteria. Honorary Fellowship is designed to recognise and celebrate individuals who would not meet the professional requirements of Fellowship. It is:
* For those who have made a major personal contribution to the project management profession or those who have the real potential to do so; and
* For individuals who have achieved highly creditable, eminent and notable achievements in their own professions and careers.
  1. Honorary Fellows Eligibility. Individuals nominated should meet all of the above criteria. The number of Honorary Fellowships awarded in any one year is expected to be low and based purely on merit.
  2. Honorary Fellows Nomination Process and other Matters
* Written applications for Honorary Fellowship can be made by a third party nominator and seconder, at least one of whom shall be a Voting member. Nominees cannot self-nominate.
* Nominations should be confidential in the sense that that the individual nominated is unaware. This is to prevent a candidate facing embarrassment should the nomination fail to progress.
* The nomination shall be in a format as prescribed by APM. It must include a summary of the nominee’s achievements and explicitly define their contribution to the profession.
* Nominations may be sent to the company secretary at any point. Completed nominations will be submitted to an HonFAPM review panel (the Panel). Membership of an HonFAPM review panel will be the board chair, board deputy chair(s), chief executive and awards steering group chair.
* The chief executive will oversee promotional or other activity to attract high calibre nominations.
* The Panel will support Honorary Fellows coming from a diverse range of backgrounds and experiences.
* Panel members must robustly manage any conflicts of interest and must not participate in voting on any candidate with whom they have a close connection.
* The chief executive and Panel may identify strong candidates for Honorary Fellowship directly and independently of the member nominations process.
* The Panel will not be a board committee for the purposes of section B of the Regulations and will operate informally. Decisions are likely to be made via correspondence or at virtual meetings as required.
* The Panel will decide on the award of Honorary Fellowships. The Panel may separately be asked to advise on nominees for national honours.
* Honorary Fellowship provides entitlement for individuals to hold the post-nominal HonFAPM.
* Honorary Fellows will not incur a membership fee. Honorary Fellows will be eligible to attend member events as if they were Voting members.
* The Charter confirms Honorary Fellowship as a membership grade. APM Regulations prescribe the rights applicable to each grade of membership. As in regulation 15.1, unless also a Voting Member, Honorary Fellows are not ‘Voting Members’ and are therefore not permitted to stand for election to the board, vote in the election of board members and attend and vote at general meetings.

## Reasons for the nomination

### Please refer to the criteria and rules above first. Detail here why you feel the award should be made. Please note success is not guaranteed and it is therefore not usual to inform the candidate of the nomination. Submissions should be at least 400 words and you may attach CVs and other documents.

1. The candidate is not a project professional who is eligible for [Fellowship](https://www.apm.org.uk/membership/fellow/). Rather, they fulfil the above criteria for Honorary Fellowship. They have provided a major personal contribution to the project management profession (or have the real potential to do so) as follows:
2. This individual has achieved highly creditable, eminent and notable achievements in their own profession and career as follows: