

The ITE Annual Awards Program celebrates the individuals, organizations, and projects that are making significant contributions to the transportation industry. From leadership and innovation to safety and community impact, these awards recognize excellence across a variety of categories. This FAQ provides essential information to guide you through the nomination process, key deadlines, and tips for preparing a successful submission.

Q: Where can I find the Awards information?

A: All details for ITE's Awards Program, including award descriptions, eligibility and submission requirements, and deadlines, can be found [here](#). Information is available online, and a downloadable PDF is also provided for convenience.

Q: Who can nominate?

A: This varies by award.

- **Only Council Chairs** nominate for the **CLT Project Excellence & Jeff Lindley Awards** (due by January 15).
- Nominations are not solicited for the **Burton Marsh** or **Theodore Matson Awards**.
- Anyone can nominate for the **Wilbur Smith Distinguished Educator Award** (by March 1).
- Anyone can nominate for the **Young Leaders to Follow** program (by March 15).
- Anyone can nominate for the **Nelson J. Shaffer Distinguished Consultant Award** (by April 1).
- Only **District Awards Coordinators** can nominate for the following awards (by April 1):
 - **Transportation Achievement Awards** (one for each of the six categories, including the new individual category introduced in 2025)
 - **District Innovation Award**
 - **District Rising Star**
 - **Outstanding Section Award**
 - **Section Momentum Award**
 - **Outstanding Student Chapter Award**
 - **Student Chapter Momentum Award**
 - **Daniel B. Fambro Student Paper Award**

Q: What is the role of the District Awards Coordinators?

A: ITE's 11 Districts run their own District-level awards programs and present these awards at their Annual Meetings. Each District assigns an **Awards Coordinator** to facilitate communication and nominations between the District and ITE International. Only District Awards Coordinators can submit nominations to ITE's portal for certain awards after the District vetting process.

Q: How Can I Improve My Chances of Receiving an Award?

A: Here are tips to make your submission stand out:

- **Show Leadership and Innovation:** Highlight how your project or individual contribution demonstrates leadership in transportation and brings innovative ideas to the field.
- **Focus on Diversity:** Showcase efforts that promote diversity and inclusion, both in project implementation and outcomes.
- **Use Measurable Impacts:** Provide data and statistics to support your claims. For example, explain how your project improved safety by reducing traffic incidents or how it increased community engagement.
- **Align with Award Criteria:** Follow the judging criteria closely for each award. Ensure that your submission addresses key points such as innovation, technical excellence, and the broader impact on the transportation profession.

Q: How Do I Know if My Submission is Complete?

A: Before submitting, check that you've included the following:

- **Project Description:** A clear and concise overview of the project, addressing its goals, challenges, and outcomes.
- **Photos and Graphics:** High-quality visuals that enhance the submission (if required).
- **Letters of Recommendation:** If applicable, make sure to include recommendations that support the nomination.
- **Formatting Requirements:** Verify that your submission adheres to page limits, file types (usually PDF), and other formatting instructions.
- **Submission Portal:** Ensure all documents are uploaded correctly to the [ITE Awards Portal](#).

Q: What are the submission deadlines?

A: The nomination period opens on January 1 and remains open for 8-12 weeks depending on the award.

- By **January 15:** CLT Project Excellence and Jeff Lindley Awards

- By **March 1**: Wilbur Smith Distinguished Educator Award & **HSIS Research Paper** (due May 1, 2025)
- By **March 15**: Young Leaders to Follow
- By **April 1**: District Innovation Award, District Rising Star, Outstanding Section Award, Section Momentum Award, Outstanding Student Chapter Award, Student Chapter Momentum Award, Daniel B. Fambro Student Paper Award, Nelson J. Shaffer Outstanding Consultant Award

Q: How are nominations submitted?

A: Use the [online awards portal](#) available from January 1. Log in with your ITE credentials and follow the prompts to upload the required documents for each award category.

Q: Can I Nominate the Same Project or Individual for Multiple Awards?

A: Yes, in most cases, you can nominate the same project or individual for multiple awards but check the specific award criteria. For instance, a project that fits both the **Complete Streets** and **Safety** categories under the **Transportation Achievement Awards** can be submitted in both categories. However, keep in mind that individuals can generally only be recognized in one category per year.

Q: What Happens After I Submit My Nomination?

A: After submission:

- **District-Level Vetting:** For awards requiring District-level approval, your submission will first be reviewed by your District Awards Coordinator.
- **ITE Review Panels:** Submissions move to ITE's review committees, which evaluate nominations based on the established criteria for each award. The review process is conducted by experienced ITE members, including Board members and Council leaders.
- **Notification:** Winners are notified via email in late April/early May. Nominees selected to attend the Annual Meeting receive notification earlier to allow for planning.

Q: How Are Judging Panels Composed?

A: Judging panels are composed of a mix of ITE Board members, Council Chairs, and external experts in transportation. For certain awards, like the **Transportation Achievement Awards**, judging involves committee members with expertise in the specific award categories (e.g., Complete Streets, Traffic Engineering). District-level awards are evaluated first by District Awards Coordinators before advancing to ITE's panels.

Q: Are there limits to how many nominations one can submit?

A: Only District Awards Coordinators can submit nominations for certain awards. They may submit **one nomination per award** for each District. Members should submit their entries to their District Awards Coordinator by March 1 for District-level vetting.

Q: Are there any restrictions I should know about?

A: Districts, Sections, and Student Chapters cannot win the same award in consecutive years. If your District or Section was recognized last year, please submit a different nomination this year.

Q: Who is eligible for the Young Member of the Year Award?

A: The **Young Member of the Year Award** is selected from the **District Rising Stars Class** and the **Young Leaders to Follow** program. One winner will be chosen from a class of 20 Young Leaders to Follow, which includes one Rising Star from each District and up to nine other outstanding nominees from the Young Leaders program.

Q: Did the Council Awards change?

A: Yes, the Council Impact Awards have been absorbed into the **Transportation Achievement Awards**, which now includes a new **individual category** introduced in 2025. This individual recognition links to ITE Legacy Awards, such as the **Troy A. Peoples Award for Traffic Engineering**, the **Edmund R. Ricker Award for Safety**, and the **John LaPlante Award for Pedestrian and Bicycle Work**. Members must submit their nominations to their District Awards Coordinator (by March 1) for District-level vetting.

Q: What do winners receive?

A: Winners receive an inscribed plaque or trophy, which is presented at the ITE Annual Meeting. The **Council Leadership Team Project Excellence** and **Jeff Lindley Awards** are presented at the Virtual Spring Conference. Student awardees may also receive a travel stipend and complimentary Annual Meeting registration (subject to approval).

Q: What's ITE's notification process for nominees?

A: ITE notifies winners in late April or early May via email. The person who submitted the nomination is also copied. In the 2025 program, nominees selected to attend the Annual Meeting are notified earlier to allow for planning. While winners are kept confidential until the ITE Annual Meeting, ITE ensures timely communication with those selected for recognition to coordinate event details.