Project Management Institute
Pune-Deccan India

Preparing your DISHA awards submission

Applicant guide - Version 1.0 - 28 October 2026

Choose the presentation template for your award family, complete the written nomination and connect every important claim to verifiable evidence. Read your individual category page for its eligibility, evidence and assessment criteria.

Nominations are in preparation. Downloading or completing these materials does not submit an entry. The published nomination window and the Secretariat's instructions govern when and how entries are accepted.

Seven editable presentation templates

Award family	Category numbers
Project of the Year	05, 06, 07 (08: automatic consideration)
Individual Professional Excellence	01, 02, 03, 04 (04: invited route)
Social Impact & Sustainability	09, 10, 11, 12
Technology, AI & Transformation	13, 14, 15, 16
Organisational Excellence	17, 18, 19
SIG / Domain Excellence	20, 21, 22
Knowledge, Academia & Community	23, 24, 25

How to use your template

1. Enter the exact category title on the cover and nomination details slide. Use the same nominee and project names throughout the package.

2. Replace bracketed prompts with your authorised facts. Use N/A with a reason where a measure does not apply. Keep editable text and tables readable.

3. Read the speaker notes. On slide 14 retain the evidence prompts relevant to your selected category and remove unrelated alternatives.

4. Label exhibits E01, E02 and so on. Prepare the written nomination, evidence and signed declarations required by the published call.

Your 15-slide presentation

The templates share a common sequence, with questions adapted to the seven award families. The category page and any finalist invitation control the required format, presentation time and Q&A time.

No.	Section	What to include
01	Entry cover	Entrant, nominated work and exact category
02	Nomination details	Contacts, dates, status, authorisation and related entries
03	Entrant & scope	Relevant profile, responsibilities, boundaries and complexity
04	Executive summary	The need, contribution and verified result
05	Context & objectives	Baseline, targets, constraints and measures
06	Approach & governance	Delivery method, accountability, risk and critical decisions
07	Distinctive practice	Solution, leadership or original contribution and safeguards
08	Implementation	Milestones, decisions, adoption or validation
09	Resources & value	Cost or effort, realised value and calculation basis
10	Outcomes & benefits	Baseline, target, actual result, period and evidence
11	Stakeholder impact	Team, user, beneficiary, learner or community outcomes
12	Challenges & learning	Decisions, effects, setbacks and reflection
13	Continuity & future	Benefit ownership, transferability, limits and next steps
14	Category evidence	Additional evidence for the selected award
15	Register & declarations	Exhibit index, authorised declaration and consent

Two different nomination routes

Grand Project of the Year has no separate application. Eligible project-category winners are considered through the existing entry. Distinguished Contribution follows a confidential, invited nomination route. Use supporting presentation material for these honours only when requested by the Secretariat.

Written nomination & evidence

Use the written nomination form alongside the presentation. The current preparation requirements are shown below. Read the category page and published call before submitting.

Component	Limit or requirement
Executive summary	300 words
Context and challenge	500 words
Approach and governance	700 words
Outcomes and value	700 words
Innovation and learning	400 words
Evidence pack	10 pages or equivalent, with labelled exhibits
Public summary	150 words, separate from confidential evidence
Fact sheet and declarations	Contacts, authorisation, project facts, conflicts and consent

Evidence the jury can verify

Give each material claim an exhibit ID, source, measurement period and verification owner. State units and denominators, and compare equivalent baselines and results.

Separate realised outcomes from forecasts. Explain the entrant's contribution, assumptions, measurement limits and any unintended effects. Testimonials supplement objective evidence.

Show individual contribution distinctly from team achievements. Social impact entries should distinguish activity or reach from actual beneficiary outcomes.

For AI Innovation, address data permissions, model evaluation, human oversight, security, fairness, adoption, monitoring and limitations, as applicable.

Obtain nominee or organisational authorisation. Redact confidential and unnecessary personal information. Ask the Secretariat for a restricted transfer route when email is inappropriate.

Provide the required declarations and separate publicity consent. AI-assisted drafting must not fabricate metrics, references, testimonials or evidence.

Before sending

Confirm the nomination window, exact category, fee or waiver terms and submission instructions. Complete the written nomination and evidence pack, retain the Secretariat acknowledgement and application ID, and follow any finalist invitation for presentation timing.

Awards enquiries: disha.awards@pmipunechapter.com

Suggested file names: DISHA2027_Category_Entrant_ShortTitle_Presentation.pptx and DISHA2027_Category_Entrant_ShortTitle_Evidence.pdf