

2010 Top Notch Awards Program Application

Please note: In order to maintain an unbiased application process, your company or union name will not be submitted to the jury for anonymity. When completing the questions or the narrative portion of this application, please DO NOT reference your company name. Instead, use pronouns such as “We” when writing your narrative. Please limit your response to each question to 500 words or less. Any application not following this guideline will NOT be considered for an award.

Top Notch Mission

Top Notch is a unified group of diverse construction employers and labor organizations partnering to coordinate the interests, goals, and efforts of our industry. Top Notch will provide and coordinate the training and education of construction skills in order to bring the best value to our clients. As the leaders of our industry, we are skilled on principle union by choice.

Top Notch Contractor of the Year Eligibility

Applicants for the Contractor of the Year Award MUST:

- Currently be signatory to one of the Indiana State Building Trade Unions.
- Currently be a financially contributing member of Top Notch.

(Either via language in a collective bargaining agreement, through a contractor association or via an annual donation.)

Top Notch Contractor of the Year Application Checklist

- Review the Top Notch Contractor Standards of Excellence listed below.
- A completed Top Notch Awards Program application must be postmarked by **MARCH 19, 2010**.
- Additional Required Documentation: Please attach a copy of your company mission statement.
- Please provide a minimum of five and a maximum of fifteen field employee references. Please provide accurate mailing addresses and email addresses for each reference. Each reference will be asked to complete a questionnaire, which will become a portion of your company application. Questionnaires will be returned directly to the Top Notch office.
- All reference questionnaires must be forwarded by the deadline in the self-addressed envelopes provided. Please follow up with your references to ensure they have completed the required questionnaire.

Top Notch Contractor Standards of Excellence

Top Notch Contractor Values: A Top Notch construction contractor is driven to maintain a stable and secure environment for both employees and clients/customers/end users. Top Notch contractor values include:

- Top Notch Contractors are committed to providing an efficient, productive and safe project delivery that exceeds clients/customers/end users' expectations.
- Top Notch Contractors are committed to providing adequate health care, pension, benefits and fair wages to employees which, in turn, contribute to the overall economic well being of their local community.
- Top Notch Contractors are continually setting the highest standards that include the most advanced training methods and diversity in contractor participation, as well as workforce participation.
- Top Notch Contractors demand a substance abuse free workplace and are committed to returning employees to their families safely at the end of each workday.
- Top Notch Contractors are the established leaders in construction industry initiatives, which ultimately provide opportunities to improve both the industry and local community around them.

2010 Top Notch Awards Program Application

CONTRACTOR APPLICATION

COMPANY NAME:

CONTACT NAME:

ADDRESS:

CITY:

STATE/ZIP CODE:

PHONE: _____

EMAIL: _____

WEBSITE: _____

TOTAL NUMBER OF EMPLOYEES: _____

HOW DO YOU CONTRIBUTE FINANCIALLY AS A TOP NOTCH MEMBER?

- We contribute as a result of language in our collective bargaining agreement.
- We belong to a Labor Management Partnership that contributes to Top Notch (also referred to as the Construction Industry Progress Council of Indiana or CIPC.)

Partnership name:

2010 Top Notch Awards Program Narrative

Please note: In order to maintain an unbiased application process, your company or union name will not be submitted to the jury for anonymity. When completing the questions or the narrative portion of this application, please DO NOT reference your company name. Instead, use pronouns such as "We" when writing your narrative. Please limit your response to each question to 500 words or less.
Any application not following this guideline will NOT be considered for an award.

Describe what elements make your company's delivery methods more productive and efficient? Describe your programs in detail, including specific examples.

Describe how your company enhances safety on your projects ? (i.e. First Aid/CPR training, OSHA 10/OSHA 30/OSHA 500, fall protection, etc.) Describe your programs in detail, including specific examples.

2010 Top Notch Awards Program Narrative

Please note: In order to maintain an unbiased application process, your company or union name will not be submitted to the jury for anonymity. When completing the questions or the narrative portion of this application, please DO NOT reference your company name. Instead, use pronouns such as "We" when writing your narrative. Please limit your response to each question to 500 words or less.
Any application not following this guideline will NOT be considered for an award.

Aside from your four to five year apprenticeship program, describe your commitment to continuing education and training. Describe your programs in detail, including specific examples.

In the construction industry, there are several diversity initiative goals in the communities where we work. Describe how your organization exceeds these goals.

2010 Top Notch Awards Program Narrative

Please note:

In order to maintain an unbiased application process, your company or union name will not be submitted to the jury for anonymity. When completing the questions or the narrative portion of this application, please DO NOT reference your company name. Instead, use pronouns such as "We" when writing your narrative. Any application not following this guideline will NOT be considered for an award.

Please describe how you, as a Top Notch Contractor, have been part of the construction industry economic development solution? Describe your program in detail, include specific examples.