



Small Space of the Year

Application Form

This award recognises an outstanding small-scale project that demonstrates excellence in design, innovation, and delivery. It celebrates projects that achieve exceptional results within limited budgets or footprints, showcasing creativity, quality, and impact on a smaller scale.

Please note your application should be no more than 10 pages (5 double sided sheets) and a maximum of 2500 words. Applications should be emailed to info@irishbuildinganddesignawards.com Or uploaded to the following link - [Small Space of the Year](#) clearly stating your company & project name.

Summary	In no more than 250 words summarise why your company / project deserves to win this award.
Project Outline	Provide a brief description of the project including the overall contract value, dates of commencement and completion, client brief, project scale, procurement route and delivery model. Explain the key objectives and requirements of the project.
Design Features & User Experience	Describe the design vision and key features of the project. Demonstrate how the design enhances the user experience, supports occupant wellbeing and responds to the project's surroundings, context and intended purpose. Explain how accessibility, inclusivity and universal design principles were incorporated where relevant.
Innovative Use of Space & Functionality	Demonstrate how the available space was optimised to maximise functionality, efficiency and flexibility. Highlight innovative space planning solutions, multi-functional design elements, storage solutions or adaptable features that improved the overall performance of the space.
Challenges & Solutions	Highlight any challenges (space, budget) faced in this project and how you overcame them.
Health, Safety & Compliance	Summarise your organisation's approach to health, safety and welfare throughout the project lifecycle. Include evidence of relevant certifications, safety initiatives, performance achievements and any measures taken to enhance occupant safety, wellbeing and regulatory compliance
Sustainability	Outline the sustainability strategy adopted on the project. Include information on material selection, circular economy principles, embodied carbon reduction, energy efficiency measures, waste reduction, responsible sourcing and any environmental certifications or performance outcomes achieved.
Supporting Statements & Testimonials	Include testimonials, case studies, client endorsements, charts, photos, or other documentation that strengthen your submission. Data, case studies, performance metrics should be included to show tangible value beyond typical methods.

Scoring (100 Points Total)

- Summary: 5
- Project Outline: 5
- Design Features & User Experience: 20
- Innovative Use of Space & Functionality: 20
- Challenges & Solutions: 15
- Health, Safety & Compliance: 15
- Sustainability: 15
- Supporting Statements & Testimonials: 5

Essential tips for a successful entry

- A successful application **must** address all the points above.
- Projects **must** have been completed within the last **18 months**
- Marks will be allocated only on the evidence you provide.
- Don't underestimate the power of presentation! You can use bullet points, charts, photographs,
- Remember your document should be no more than 2500 words.
- **Do not** include company marketing brochures in your entry.