



## ACE 2025 Awards Submission Guide

### **About the ACE Awards**

The Healthcare Businesswomen's Association (HBA) is now accepting nominations for the 2025 HBA ACE and ACE Aspire Awards!

These prestigious awards recognize companies that are leading the way in fostering inclusive workplaces and supporting women's advancement. As women comprise the majority of the global healthcare workforce, engaging and retaining them through ongoing development is imperative to drive innovation and productivity.

If your organization is committed to making a lasting impact on the current and future healthcare workforce, we encourage you to apply.

### **Submission Overview**

The **HBA ACE Award** recognizes established initiatives that engage, develop, and retain employees, while driving innovation, business outcomes, and continuing to expand in reach and impact to assure the future workforce pipeline.

The **HBA ACE Aspire Award** highlights emerging programs that show promise, strategy, and strong employee engagement in their early stages.

Your submission should highlight how your initiative/program aligns with the evaluation criteria.

### **Key Submission Details:**

Submission Fee: \$1,500 USD

Discounts available for Corporate Partners, start-ups, small businesses, and non-profits. Contact [ACE@HBAnet.org](mailto:ACE@HBAnet.org) for details.

### **Deadline: 6 June 2025**

Honoree Expectations: If selected, honorees must attend the awards celebration at the HBA's Annual Conference, September 29 – October 1 in Las Vegas. Awards presentation date and time to be announced in June.

### **How to Submit Your Entry**

Gather Your Information:

- Submitter details (name, email, phone number)
- Company details (name, size, industry, brief overview)
- Initiative details (name, launch year, participants, target population, locations involved)

**Address the Evaluation Criteria:**

Your submission will be assessed based on five key criteria. Answer each section thoughtfully and provide as many examples as possible. All submissions are confidential and reviewed only by authorized judges.

**1. Business Performance (Max 250 words per question)**

- How does your initiative support company strategy or business objectives?
- Has it enhanced your company's competitive edge? If so, how?

**2. Execution (Max 500 words)**

- Describe the initiative's development and evolution.
- How do you communicate and maintain awareness of this initiative within the company? (Max 300 words)

**3. Stewardship (Max 300 words per question)**

- How have executives and senior leaders demonstrated support for this initiative?
- Describe the governance model and structure managing the program.

**4. Sustainability (Max 350 words per question)**

- What resources and budget are required, and how do you secure them?
- How do you collect feedback for continuous improvement?
- Is the program scalable for greater impact? If so, how?

**5. Measurable Results (Max 750 words)**

- Share examples that demonstrate the program's impact on employee development, retention, productivity and performance in support of business objectives.
- How do results compare to initial goals? Are external benchmarks used? (Max 400 words)

**Attach Supporting Documents (Optional):**

You may include up to three supporting documents (Max file size: 16MB). If exceeding this limit, provide an external link.

**Final Steps**

- Submit your entry before 6 June 2025.
- Stay tuned. Honorees will be notified before the official announcement in September.

Thank you for continuing to advance a culture conducive to the growth, development, and impact of current and future employees in our industry. We look forward to reviewing your submission.