



The Business Technology Architect Association

AWARDS SUBMISSION GUIDELINES

All submissions (*limit to 8000 words in Microsoft Word Format with maximum file size of 25MB*) can be submitted by an organisation in which the EA was performed, or jointly by the organisation and consulting partners who performed or contributed to the successful outcome.

Make sure that you submit your nomination online via [our online submission page](#) no later than **12 August 2022, 5pm**. Shortlisted entries will be notified by **23 September 2022**.

Submission Document – Content Format

Sequence and numbering of the main sections and sub-sections must follow the format provided below. You can add another level of sub-sections numbering when required.

1. INTRODUCTION

- 1.1. Describe the business opportunities or problems that EA addresses and how they relate to the Business vision, missions and strategies of your organisation.
- 1.2. Describe the scope and complexities of the business problems.

2. EA PRACTICE & CULTURE

- 2.1. Describe how EA addresses the business problem(s)
- 2.2. Describe any method or framework used (e.g., TOGAF®, ArchiMate®, DODAF®, MODAF®, Zachman®) and the rationale for the selection.
- 2.3. Describe Digital EA Platform and Tools adopted, the rationale for their selection and how they contributed to your organisation's success in EA initiatives.
- 2.4. Describe your organisation's EA structure and governance.

3. OUTCOMES AND RESULTS

- 3.1. Describe how EA has contributed to the organisation's success in realising its strategy.
- 3.2. Describe how Enterprise Architecture now guides your organisation's business technology initiatives and adoption.
- 3.3. How does your organisation plan to sustain the momentum and value of the initiative? What are the future plans?

4. LEADERSHIP & TEAM COMMITMENT

- 4.1. Describe the key stakeholders' involvement in the EA practice, their roles and how the EA Team worked with them.
- 4.2. How were best practices and learnings from the EA implementation propagated and socialised with the rest of the organization?

5. CONCLUSION & SUPPORTING DOCUMENTATION

- 5.1. Why do you think your organisation's EA initiative should win this award? What will this award mean to your organisation and the EA team?
- 5.2. Include any EA artefacts where permissible that would support the EA adoption and practice as described above. (e.g. EA Roadmap, EA Metamodel and Viewpoints, EA development plan etc.)
- 5.3. Include any other relevant supporting artefacts such as top management testimonials, newsletters, media/press release.