



COLIVING AWARDS

Application Guide 2024

Coliving Awards is the first award ceremony dedicated to highlighting key innovators, actors and ideas that are shaping the coliving industry.

If you are reading this guide, you are most likely considering and already preparing your application to the Coliving Awards 2024. It is imperative that you follow the instructions and requirements in order to prove your eligibility and position within the competition.

Thank you for joining us on this journey. We look forward to receiving your application and of course wish you the best of luck!

For Frequently Asked Questions, please check our [FAQ page](#).

For any further questions or queries, you can send us an email to connect@colivingawards.com.

Eligibility, Criteria & Process

Phase 1: Eligibility

In phase one, all applications will be reviewed by our internal team to make sure that all criteria are being met. During the eligibility phase our team will not judge or give a specific score to your application. We will simply make sure that the specific set of criteria are well represented in the deliverables from each applicant.

The criteria for each category includes a checklist and a set of relevant questions which need to be answered within the application and presentation in order to qualify. Please note that applications that do not directly respond to the criteria checklist and application questions and are not written in English will not be eligible to be evaluated by our lead judge and jury panel.

Phase 2: Evaluation from Lead Judge (Criteria & Evaluation Questions)

After our team reviews the applications for eligibility, our lead judge will evaluate all eligible presentations from his / her own category for phase two. According to the criteria checklist and required answers to respective questions, our lead judge will give a score for each application, which will result in the selection of maximum 4 finalists and 1 or more honourable mentions.

Phase 3: Jury Panel & Public Vote

Further evaluation by the whole jury panel will also be based on the set criteria and respective questions, and our wider jury panel will be responsible for nominating the winners of each category, alongside the public vote and the previous scores from each jury member.

Transparent Voting Procedure

Our voting system is based on the combination of different voting power percentages, accounting for: the expertise based evaluation by our lead jury member (35%), a congregate of votes by the jury panel (30%) and a public vote by industry stakeholders and audience through LinkedIn (35%).

The audience vote remains visible for the public to follow throughout the process, however the final results will be disclosed during the awards ceremony.

To see more about our voting procedure, you can review our [FAQ page](#).

PropTech

Optimising coliving building operations and user experiences through Property Technology (PropTech)

Category Description

Property Technology (PropTech) has the potential to accelerate the growth of coliving, increase profitability, enhance community & user experience, and support innovative shared living concepts. The industry has already started adopting the tools that will define how we manage, support and scale community-based businesses like coliving. This category will recognize those who are developing software, digital products, and other property technology innovations that are driving the sector towards greater operational efficiency, sustainability, profitability, and interactivity by leveraging the wide array of technologies available to us today.

For whom?

Property Technology (PropTech) service and product providers offering solutions such as Property Management Systems (PMS), Channel Management, Internet Booking Engine, Community Experience Management, Access Control, Roommate Matching, Dedicated Apps, and others.

Eligibility checklist

Your application will be considered eligible according to the criteria below:

- 1) **Track Record:** PropTech providers must provide evidence of real-world examples, through case studies or success stories, demonstrating how their solutions have successfully helped coliving businesses and end-customers achieve their goals or solve specific problems
- 2) **Relevance:** solution addresses the specific technological needs of shared living operators and their users / residents.
- 3) **Enhancement of operational efficiency:** ability to prove time, effort and cost savings, other levels of optimisation and / or automation.
- 4) **Integrability with other systems and is scalable:** possibility of integration and / or adaptability with other relevant products / systems and industry standards.
- 5) **Innovation, impact and advancement of the coliving sector:** PropTech companies must demonstrate their commitment to research and development, adaptability to market dynamics - specifically within shared living / coliving -, and utilisation of modern technologies such as artificial intelligence, machine learning, or big data analytics.

Evaluation questions

Besides the relevant information supporting the eligibility criteria, we have designed a set of questions that supports each of the evaluation points accordingly. Please make sure to answer each of these questions in your presentation in order to be eligible and properly evaluated by our lead judge and jury panel.

- 1) **Services are currently and efficiently being provided to shared living operators:** How have your clients and their users responded to your product / tool? Please provide client qualitative / quantitative data and testimonials when possible.
- 2) **Relevance:** How would you describe the needs of your clients and their users / residents and how does your product / tool add value and respond to those needs?
- 3) **Product / tool enhances operational efficiency:** How does your product / tool enhance user and community experience, operational efficiency, optimisations and sustainability?
- 4) **Product / tool is easily integrable with other systems and is scalable:** What integration features are available with your product / tool? Please provide any examples / case studies of such integrations with other partners / products / tools.
- 5) **Product / tool fosters innovation, impact and consolidation within the coliving sector:** What are the technological innovations that your product / tool provides? How is your product / tool fostering long-term innovation, impact and consolidation within the wider shared living and real estate sectors?

Deliverables

In order to participate and submit a valid application to the Coliving Awards you will need to:

- Meet all the eligibility criteria, provide argumentation to prove you are meeting the eligibility criteria as well as include the answer to the set of questions within the specific category.
- Fill in the form you will find on the portal to submit your application.
- In the form you will find a field to provide a **short description** that elevates your project submissions. This description may be used to present your project online on our website and during the Coliving Awards ceremony. Make sure it's representative and provides a high level outline of your project positioning in relation to the specified criteria. The length for this description should be between 1200 - 1500 characters including spaces.
- Deliver a presentation containing all information as stipulated in the point above, in PPT or PDF format (size 16:9, horizontal).
 - You can create a presentation with your own visual language and branding and provide as much information as you please to strengthen your applications. However, we are providing a templated presentation that may guide you through the process. Download the **PropTech** presentation template from the category page [here](#).
 - Your presentation should have a maximum of 20 slides.
 - Your presentation must as well include the following information:
 - Name / Company representative of the applicant
 - Organisation / Company and logo (if applicable)
 - General information about the specific project / site / product in English
 - Additional resources requested in the eligibility and evaluation criteria, such as qualitative and quantitative data, case studies and testimonials
- Applications must be in English in order to be processed and accepted.

- Upload to the applicant portal the following materials:
 - Supporting images / renders (in hi-resolution JPG / PNG - 150 dpi) in ZIP format (max 10 images)
 - Name your files with the following system: organisation-projectname-image#
 - Representative project image (max 10 MB) to be used as a thumbnail in the application portal and other relevant communication from Coliving Awards about your project