

Prince Sultan Bin Abdulaziz International Prize for Water



Guide to Using the Online Application Form



11th Award 2024

A New Nomination

The Creativity Prize seeks to award interdisciplinary research teams for their innovative water-related work.

As a representative of an organization wishing to nominate a team of researchers to the Creativity Prize for that team's interdisciplinary work, you should go to the PSIPW website and click on the "Open New Nomination" link on the left-hand menu. This will open a page asking which nomination form you wish to access.

For individuals and research teams wishing to nominate themselves to the Prize, they must choose the Specialized Prizes. The Specialized Prizes version of this guide should then be referred to.




Prince Sultan Bin Abdulaziz International Prize for Water



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Nomination Center

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Please Select the Appropriate Nomination Form

Creativity Prize		Specialized Prizes	
Value :	\$266,000	Value :	\$133,000
Nominators:	universities; university departments; research institutes; companies; water organizations and agencies	Nominators:	self nomination
Candidates :	individual researchers, research teams	Candidates :	individual researchers, research teams, water organizations
Eligible Works:	published research papers, published books, and registered patents within the past 5 years	Eligible Works:	published research papers, published books, and registered patents within the past 5 years
Next		Next	

Select the **Creativity Prize** if you represent a university, university department, or other water-related organization and wish to nominate the innovative work of a worthy individual or research team. The nominee may or may not be an employee or affiliate of your organization. However, please know that as a representative of your organization, you may not nominate yourself to this Prize.

Select the **Specialized Prizes** if you are an individual or member of a research team and you wish to nominate your own innovative work relating to the fields of Surface Water, Groundwater, Alternative Water resources, or Water Management & Protection.

Initial Registration

Under the heading “**New nomination: Please register**”, provide a username, password, and e-mail address.

Please note, this registration is to access a Creativity Prize nomination. It is not possible to switch from the Creativity Prize to a Specialized Prize. That requires a new registration process.

New nomination: Please register	Existing nomination: Please login
Username*	Username*
<input type="text"/>	<input type="text"/>
Email*	Password*
<input type="text"/>	<input type="text"/>
Password*	
<input type="text"/>	<input type="button" value="BACK"/> <input type="button" value="NEXT"/>
Confirm password*	
<input type="text"/>	
<input type="button" value="BACK"/> <input type="button" value="NEXT"/>	

Upon successfully registering, you will see the notice pictured to the right informing you that you may log-in and continue with the application process by logging in at the “Existing Nomination” tab with the username and password that you chose for yourself upon registering.

 **Message**
You may now log in. ✕

[Please click here to redirect to Home Page](#)
[Help Manual - Download](#)

The first time you log-in after activating your registration, you will be asked to fill in the details of the organization you represent.

Research teams may not nominate themselves for the Creativity Prize. The nomination must be made by an organization (university, university department, research institute, company, water organization, or agency). As the person filling out this application form, it is understood that you are acting as a representative of your organization and that you are not the nominee.

Nominating Organization for Creativity Prize	
Name of organization *	<input type="text"/>
Country *	<input type="text"/>
Phone *	<input type="text"/>
E-mail *	<input type="text"/>
Website	<input type="text"/>
Name of Nominating Official *	<input type="text"/>
Position of Nominating Official *	<input type="text"/>
<input type="button" value="BACK"/> <input type="button" value="NEXT"/>	

Filling out the Nominee Profile

You will then be required to provide information about the interdisciplinary research team being nominated for the Prize. Here is also where you specify the number of works that are going to be submitted with the nomination.

The example given to the right is for a team of four led by Sabrina Epaullette, with five nominated works.

The team leader/representative will be the only person required to have all of his or her details provided in the application form. The specific details of the other team members are not required at the time of application.

- Information on Nominees

Names of team members

Full Name	Amy Badminton
Full Name	Jeremiah Klogfelter
Full Name	Vinetta Depardieu
Full Name	
Full Name	

Team leader/representative

Name *	Sabrina Epaullette
Nationality *	British
Place of Employment *	UK Water Agency
Phone *	44 333 3333
Country *	United Kingdom
Email *	sepaullette@ukwagen.org
Cell	44 777 3333
Website	www.ukwateragency.org

How many works do you wish to nominate? *

1

2

3

4

5

Control Panel & Upload Page

Prince Sultan Bin Abdulaziz International Prize for Water

Control Panel & Upload page

Days Left before closure: 321 Days, 11 Hours, 46 Minutes.

Check your application

If you have any questions about the application form or need any technical assistance with the application process, please contact us at: help@psipw.org

Branch Creativity Prize

Nominator Details - **Modify This entry**

Name of organization	Water Resources NGO
Country *	UK
Phone *	234675
E-mail *	s_mcinernny@wrngo.org
Website	www.wrngo.org
Name of Nominating Official *	Sally McInernny
Position of Nominating Official *	CEO

Nominee Profile - **Modify This entry**

Names of team members	-
Full Name	Amy Badminton
Full Name	Jeremiah Klogfelter
Full Name	Vinetta Depardieu
Full Name	-
Full Name	-
Team leader/representative	-
Name *	Sabrina Epaullette
Nationality *	British
Place of Employment *	UK Water Agency
Phone *	44 333 3333
Country *	United Kingdom
Email *	sepaullette@ukwagen.org
Cell	44 777 3333
Website	www.ukwateragency.org
How many works do you wish to nominate? *	5

Works to be submitted (5)

- Work# 1 - You have not submitted this work yet
- Work# 2 - You have not submitted this work yet
- Work# 3 - You have not submitted this work yet
- Work# 4 - You have not submitted this work yet
- Work# 5 - You have not submitted this work yet

General Documents

General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (team leader/representative)	You have not submitted this document yet		Submit or Modify
Detailed Report (from nominating organization)	You have not submitted this document yet		Submit or Modify
List of Nominated Works & Their Authors	You have not submitted this document yet		Submit or Modify

Submit Completed Application

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This is the main page of the application form. It is the page you will return to every time you log in until you complete the nomination process. It is also the page where you upload all required documents and nominated works.

A close-up of this page appears to the right. It is divided into 3 sections:

Top: Nominator and Nominee Details in two columns (this was the information given in the previous steps)

Middle: Works to Be Submitted

Bottom: General Documents

Nominator Details - **Modify This entry**

Name of organization	Water Resources NGO
Country *	UK
Phone *	234675
E-mail *	s_mcinernny@wrngo.org
Website	www.wrngo.org
Name of Nominating Official *	Sally McInernny
Position of Nominating Official *	CEO

Nominee Profile - **Modify This entry**

Names of team members	-
Full Name	Amy Badminton
Full Name	Jeremiah Klogfelter
Full Name	Vinetta Depardieu
Full Name	-
Full Name	-
Team leader/representative	-
Name *	Sabrina Epaullette
Nationality *	British
Place of Employment *	UK Water Agency
Phone *	44 333 3333
Country *	United Kingdom
Email *	sepaullette@ukwagen.org
Cell	44 777 3333
Website	www.ukwateragency.org
How many works do you wish to nominate? *	5

Works to be submitted (5)

- Work# 1 - You have not submitted this work yet
- Work# 2 - You have not submitted this work yet
- Work# 3 - You have not submitted this work yet
- Work# 4 - You have not submitted this work yet
- Work# 5 - You have not submitted this work yet

General Documents

General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (team leader/representative)	You have not submitted this document yet		Submit or Modify
Detailed Report (from nominating organization)	You have not submitted this document yet		Submit or Modify
List of Nominated Works & Their Authors	You have not submitted this document yet		Submit or Modify

Branch Creativity Prize	
Nominator Details	Nominee Profile
- Modify This entry	- Modify This entry

It is possible to modify the Nominator Details and Nominee Profile at the top of the **Control Panel & Upload Page**. For instance, if you wish to update the nominee's information, you may do so by clicking **Modify This entry** next to the heading "Nominee Profile". This will take you back to the page pictured to the right.

On this page, you may also change the number of the nominee's works you wish to submit with the nomination. Increasing the number of works you wish to submit is simple. Just click the radio button for the new number. **However, be careful if you reduce the number of works.** If you have already uploaded the works, reducing the number may result in the loss of a work that you intend to submit.

The number of works specified is reflected in the middle of the **Control Panel & Upload Page**. Here is where you will submit the works you wish to nominate for consideration.

Works to be submitted (5)

- ★ Work# 1 - You have not submitted this work yet
- ★ Work# 2 - You have not submitted this work yet
- ★ Work# 3 - You have not submitted this work yet
- ★ Work# 4 - You have not submitted this work yet
- ★ Work# 5 - You have not submitted this work yet

- Information on Nominees

Names of team members

Full Name	Amy Badminton
Full Name	Jeremiah Klogfelter
Full Name	Vinetta Depardieu
Full Name	
Full Name	

Team leader/representative

Name *	Sabrina Epaullette
Nationality *	British
Place of Employment *	UK Water Agency
Phone *	44 333 3333
Country *	United Kingdom
Email *	sepaullette@ukwagen.org
Cell	44 777 3333
Website	www.ukwateragency.org

How many works do you wish to nominate? *

1
 2
 3
 4
 5

Submitting Works

Works are submitted in the middle of the **Control Panel & Upload Page**. The number of works appearing in this section reflects the number of works you have specified. If a work has not yet been submitted, a message in red will appear next to it:

“You have not submitted this work yet”

Works to be submitted (5)

- ★ Work# 1 – You have not submitted this work yet
- ★ Work# 2 – You have not submitted this work yet
- ★ Work# 3 – You have not submitted this work yet
- ★ Work# 4 – You have not submitted this work yet
- ★ Work# 5 – You have not submitted this work yet

When you click on one of the works, a link will be made available for submission of that work.

Works to be submitted (5)

- ★ Work# 1 – You have not submitted this work yet
– **Submit This work**
- ★ Work# 2 – You have not submitted this work yet
- ★ Work# 3 – You have not submitted this work yet
- ★ Work# 4 – You have not submitted this work yet
- ★ Work# 5 – You have not submitted this work yet

Clicking on – **Submit This work** will take you to the page pictured to the right.

Step 5 – Work #1 Information

Type of Work * Published Research Paper Published Books Registered Patent Published Software Please Select a type of work

Title *

LANGUAGE SECTION

Language * English Other If this work was published in other than English, select [Other].

Original Language Please specify the original language of the published work if it was published in other than English.

UPLOAD DOCUMENTS (in PDF format)

Abstract Document No file chosen Upload a separate abstract of roughly 1000 words describing the objectives, methodology and results of the work. **This abstract must be in English.**

Full Document No file chosen Upload the full published research paper, published book, or registered patent here in the original language of publication.

English Translation * No file chosen Upload a PDF copy of your English translation here if the original published work is not in English.

(mandatory for works published in other than English)

For Patent Only No file chosen If the nominee has published an article about the patent in an academic journal and wishes to submit this article as part of the nomination, the article about the patent should be submitted here as a separate file..

On this page, you upload a pdf file for the work you wish to submit.

First you designate what type of work it is. Then you enter its title in full. If the work is originally published in English, click the “English” radio button. If it is published in any other language, click the “Other” button and specify the language of publication in the space provided.

You must upload an abstract of the work as a separate pdf file and the full document of the work itself in the appropriate places. An English translation of the work is required only if the original work was published in other than English.

The extra published article for patents is optional.

Step 5 – Work #1 Information

Type of Work * Published Research Paper Published Books Registered Patent Published Software Please Select a type of work

Title *

LANGUAGE SECTION

Language * English Other *If this work was published in other than English, select [Other].*

Original Language *Please specify the original language of the published work if it was published in other than English.*

UPLOAD DOCUMENTS (in PDF format)

Abstract Document No file chosen *Upload a separate abstract of roughly 1000 words describing the objectives, methodology and results of the work. **This abstract must be in English.***

Full Document No file chosen *Upload the full published research paper, published book, or registered patent here in the **original language of publication.***

English Translation * No file chosen *Upload a PDF copy of your **English translation here** if the original published work is not in English.*

(mandatory for works published in other than English)

For Patent Only No file chosen *If the nominee has published an article about the patent in an academic journal and wishes to submit this article as part of the nomination, the article about the patent should be submitted here as a separate file..*

Once you have submitted a work, you will return to the Control Panel & Upload Page. The work will be designated as **Completed**, as seen below.

Works to be submitted (5)

- ★ Work# 1 – **Completed**
- ★ Work# 2 – **You have not submitted this work yet**
- ★ Work# 3 – **You have not submitted this work yet**
- ★ Work# 4 – **You have not submitted this work yet**
- ★ Work# 5 – **You have not submitted this work yet**

You can still go back at any time and replace the uploaded files if you wish, as long as you have not submitted your entire application.

Also, it is not necessary to upload all required files for a particular work at the same time. You may upload the abstract first and the full work at a later time. If you do so, the work will be designated as **Incomplete** on the **Control Panel & Upload Page**, as seen below.

Works to be submitted (5)

- ★ Work# 1 – **Completed**
- ★ Work# 2 – **Incomplete**
- ★ Work# 3 – **You have not submitted this work yet**
- ★ Work# 4 – **You have not submitted this work yet**
- ★ Work# 5 – **You have not submitted this work yet**

To update or change a submission, click on the Completed or Incomplete Work. The information on the work will be displayed as seen to the right. Then click on – **Modify This work**.

Works to be submitted (5)

- ★ Work# 1 – **Completed**
- ★ Work# 2 – **Incomplete**

– **Modify This work**

Type of Work *	Published Research Paper
Title *	River Systems and Hydrological Constraint Estimations
LANGUAGE SECTION	
Language *	English
Original Language	-
UPLOAD DOCUMENTS (in PDF format)	
Abstract Document *	https://psipw.org//media/uploads/2018-03-21-07-33-surface_test_2-PSIPW_9th_Slide.pdf
Full Document *	No file was uploaded.
For Patent Only	No file was uploaded.
English Translation *	No file was uploaded.
*(mandatory for works published in other than English)	

- ★ Work# 3 – **You have not submitted this work yet**
- ★ Work# 4 – **You have not submitted this work yet**
- ★ Work# 5 – **You have not submitted this work yet**

Submitting General Documents

At the bottom of the **Control Panel & Upload Page**, all general documentation that is required for the nomination is submitted in PDF format. Click the “Submit or Modify” link on the right-hand side of the General Documents table to submit or replace a document.



General Documents			
General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (team leader/representative)	You have not submitted this document yet		Submit or Modify
Detailed Report (from nominating organization)	You have not submitted this document yet		Submit or Modify
List of Nominated Works & Their Authors	You have not submitted this document yet		Submit or Modify

This will take you to the page where the particular document is uploaded.



List of Nominated Works & Their Authors

Document to upload No file chosen

Upload a single-page PDF document that declares where the nominated works are published or patented. For example, if you nominated 5 works, there should be 5 short citations, one for each work uploaded. Any standard citation format is acceptable. In the case of patents, give the patent registration number, the country of the patent office, and the date the patent was awarded. Also, in the event that an un-nominated author appears in the majority of the nominated works, a brief justification should be given for not including that author in the nomination.

Once a document is submitted, the text “**You have not submitted this document yet**” will be replaced by a link to the uploaded document. Clicking on the link will open the document.



General Documents			
General Documents	Document To Upload	Date Submitted	Submit or Modify
Curriculum Vitae (team leader/representative)	You have not submitted this document yet		Submit or Modify
Detailed Report (from nominating organization)	You have not submitted this document yet		Submit or Modify
List of Nominated Works & Their Authors	https://www.psipw.org/media/uploads/2020-02-23-test8-BAIFprofile.pdf	23-02-2020	Submit or Modify

Description of General Documents

There are only three required General Documents for the Creativity that must be submitted in PDF format.

[1] The “**Curriculum Vitae**” will be submitted for the representative of the nominated research team.

[2] The “**Detailed Report from the Nominating Organization**” is a report issued by the nominating organization describing the nominated works and the nominated team, explaining why the nominated team deserves to win the Creativity Prize and explaining the interdisciplinary nature of their work. It should be on the organization’s letterhead, signed by an organization official, and stamped with the organization’s seal. The report does not have a prescribed length or format. This is where the nominating organization presents its case for the nominated team to the international panel of judges who will be reviewing the work. This should be kept in mind when preparing the document.

[3] The “**List of Nominated Works and their Authors**” document is a single-page document that declares where the nominated works are published or patented. This is only to confirm that the nominated works are indeed published or are registered patents, since only published works and registered patents are eligible for nomination. For example, if you nominated 5 works (which is the maximum number that you can nominate), there should be 5 short citations, one for each work uploaded. Any standard citation format is acceptable. In the case of patents, give the patent registration number, the country of the patent office, and the date the patent was awarded.

Also, in the event that the majority of the nominated works features an author who is not included as a member of the nominated team, a brief justification should be given for not including that author.

Checking & Submitting Your Application

At any time, you can check to see what information or documentation is still required to complete your application by clicking on the orange “Check your application” button at the top of the **Control Panel & Upload Page**.

In the illustration, the nominee’s information is complete. However, Work #2 is missing its full document, and Work #5 needs to be submitted in full, the documents of which need to be uploaded in PDF format in the **Works to Be Submitted** section. Also, this nominee’s Curriculum Vitae still needs to be uploaded in PDF format in the General Documents section. Then this person’s application will be complete.

Control Panel & Upload page

Assurance: **653 Days, 08 Hours, 11 Minutes.**

Check your application

If you have any process, please assistance with the application

Applicator Checklist

General Information	ok
Nominee Profile	ok
Work#1	ok
Work#2	X
missed: - Full Document	
Work#3	ok
Work#4	ok
Work #5 - You have not submitted this work yet	X
General Documents	X
missed: - Curriculum Vitae (nominee or Group representative)	

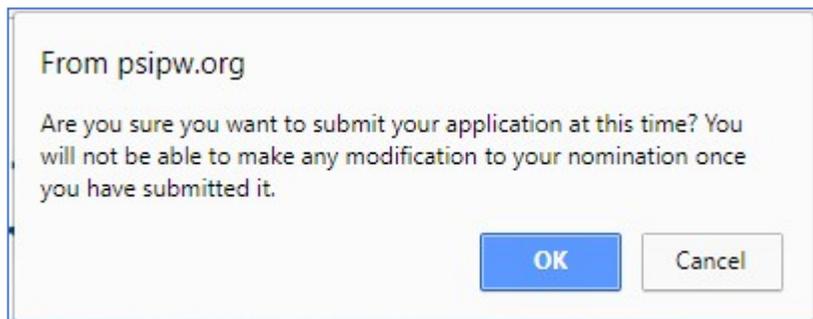
Name *

If the application is complete, clicking on the “Check your application” button will produce a checklist that looks like the one to the right.

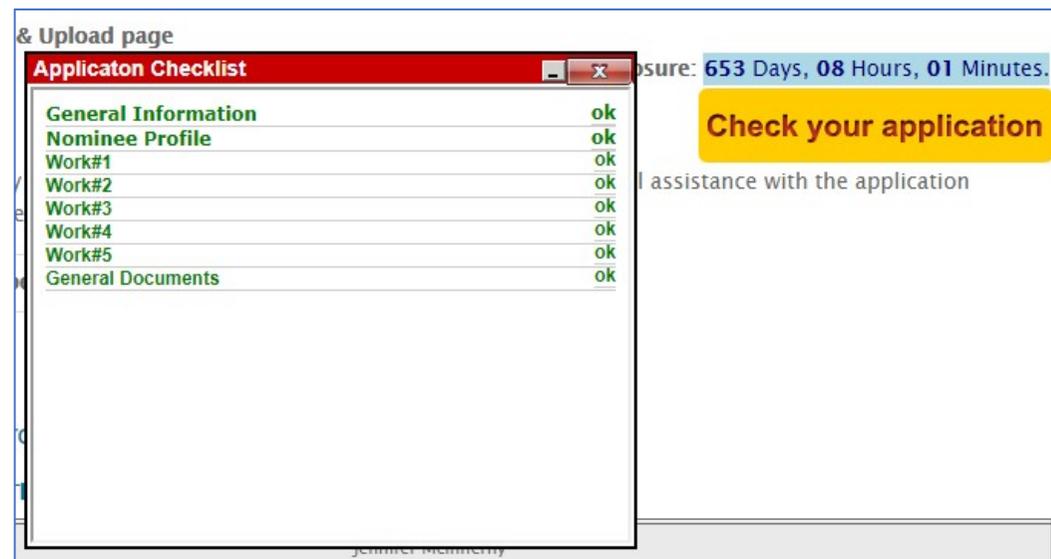
Also, at the extreme bottom-left corner of the **Control Panel & Upload Page**, the “Submit Completed Application” button will become active.

A rectangular button with a light gray background and a thin border, containing the text "Submit Completed Application".

Once this button is pressed, you will be given a prompt asking if you are certain you wish to submit the application.



Clicking “OK” will finalize and submit the application. Once the application is submitted, it will no longer be possible to modify it. If you log-in again, you will still be able to view your nomination, but you will not be able to change anything.



For Technical Assistance with the Application Form

If you have any further questions about the application form or need any technical assistance with the application process, please contact us at:

help@psipw.org

For all other inquiries about the Prize, please contact:

Prince Sultan Bin Abdulaziz International Prize for Water

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