



GOLD CIRCLE AWARDS

Applicant Procrastinator's Guide

Developed by the Gold Circle Awards Committee

KEY DATES

Monday, December 8, 2025

Application Period Opens

Monday, January 12, 2026

“A Look Behind the Curtain” Webinar

Wednesday, January 28, 2026

“Second Chance” Webinar

Thursday, February 5, 2026

Application Deadline

April 2026

2026 Gold Circle Award Winners Announced

May 28-29, 2026

2026 ASAE MMC + Tech Conference

QUICK LINKS

- [Gold Circle Awards Home Page](#)
- [Categories and Criteria](#)
- [Applicant Resources](#)
- [Eligibility](#)
- [FAQs](#)
- [Previous Winners](#)
- [Be a Judge](#)

SUBMISSION GAME PLAN (ideal if short on time):

>30 Days before deadline:

- Confirm you and collaborators can log in to your ASAE account. Do not wait until the deadline.
- Visit the [Gold Circle Awards home page](#), read the [eligibility](#), review the [FAQs](#), category descriptions, required documents, word limits, and file formats so you can form a plan.
- Work backwards from deadline – draft text, collect attachments, name files consistently.

-14-30 days before deadline:

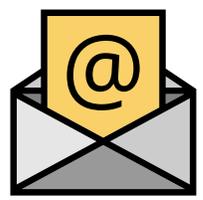
- Create a folder GoldCircleAward_OrganizationName_Submission_DATE to stay organized.
- Attend the “Behind the Curtain Webinar” on January 12, to gain insights from the Committee.
- Peruse [2025 Gold Circle Award Recipients](#) for inspiration.

-7-14 days before deadline:

- Draft responses and gather necessary documents and convert them to required format if needed.
- Attend the “Second Chance” webinar, if needed, to ask questions about the application process.
- -24-48 hours before deadline:
- Upload resources and answers into the application platform and save your work along the way.
- Follow submission instructions precisely.

Deadline day:

- Submit and save confirmation for your records.



If you have questions or require assistance, email goldcircle@asaecenter.org.