



AWARDS CEREMONY

WEDNESDAY 05 JUNE

Nomination Form

Fife's large and diverse voluntary sector consists of more than 3,000 organisations, run and supported by tens of thousands of volunteers. The work these organisations and volunteers do has an impact on all communities in Fife, and we all benefit. We believe that is worth celebrating.

Many organisations and volunteers are doing some truly exceptional work and fully deserve special recognition. We're inviting you to nominate those outstanding volunteers and organisations to receive that recognition and an award at our Awards Ceremony.

Our celebrations this year will be held at Keavil House Hotel, Dunfermline. Those shortlisted for Awards will receive an invitation to the Ceremony, along with the person who nominated them.

Our event is attracting a lot of interest and a healthy amount of sponsorship this year. Partners are keen to join with us, and you, in celebrating our sector and the work we do. The event can only be a success with your support – please nominate your volunteers and those organisations who you think deserve an award.

The Awards Ceremony is reliant upon people making nominations– this form allows you to do just that. Please complete it to the best of your ability and contact us if you need assistance.

Completed forms must be returned by Friday 26 April 2019 by email to info@fifevoluntaryaction.org.uk

We look forward to receiving your nominations.

NOMINATION CATEGORIES

Please select the award you are nominating the volunteer/organisation for by ticking one box only.

If you wish to nominate more than one volunteer/organisation please use a separate nomination form for each.

Nominations for the same volunteer/organisation in more than one category will not be accepted. Please decide on the most relevant category.

VOLUNTEERING AWARDS

Trustee/Board Member Award

This category is open to any trustee, committee or board member in any third sector organisation operating in Fife. This award is for anyone who has carried out exceptional work whilst serving on the committee of an organisation.

Volunteering into Work Award

This category is for anyone who used volunteering as a stepping stone into employment. The individual may no longer be volunteering with you, but volunteering led to them taking up employment.

Mature Volunteer Award

This category is open to anyone over the age of 60 who makes a considerable difference to your organisation.

Inspirational Volunteer Award

This category is open to anyone who, through volunteering, has overcome obstacles and reached significant personal achievements - inspiring others along the way. Help them get the recognition they deserve.

Active Volunteer Award

This category is open to any individual who has demonstrated outstanding contribution in a physically active role. This might include sport and outdoor activity projects.

Young Volunteer Award

This category is open to volunteers under the age of 25 who have shown reliability, commitment and enthusiasm for their role.

Volunteer of the Year Award

This category is open to any individual volunteer in Fife who you feel deserves the recognition of being crowned 'Volunteer of the Year'.

ORGANISATION AWARDS

Socially Enterprising Award

This category is open to any organisation that has demonstrated growth through income generation, leading to a more sustainable and healthy community presence. This category is open to all organisations, including (but not limited to) social enterprises.

Super Start-up Award

This category is open to any new organisation, group, project or department within the third sector that has opened its doors in the past two years and has demonstrated substantial impact on the local community, adding value to local economy or changing the lives of their service users/clients/community.

Active Organisation Award

This category is open to any organisation, club or project that engages in or champions the promotion of health and wellbeing whilst increasing physical activity.

Partnership Award

This category is open to any third sector organisation that has worked successfully in partnership with another organisation(s) to deliver a service in Fife. The partnership can have taken any form, and can include private sector companies, but must have involved at least one third sector organisation.

Organisation of the Year

This is for any organisation demonstrating a significant impact on their local community. The organisation might have: a brilliant team of staff/volunteers, have displayed growth and sustainability or achieved exceptional results.

Green/Environmental Award

This category is open to any organisation (not necessarily environmentally focussed) that has improved its ways of working for an environmental benefit. There might be: measurable reductions in carbon footprint, an improvement in recycling procedures or an innovative way to reuse resources.

Equality and Diversity Award

This award is for an organisation which has worked hard to be more inclusive - for their staff, volunteers and/or service users. You do not have to be an equalities organisation for this award. Organisations that have done some inspiring or significant work to improve circumstances for just one of the nine protected characteristics are just as eligible.

Reducing Inequalities Award

This category is open to any organisation/department that actively promotes and practices reducing inequalities. This might be achieved by working to reduce health inequalities or by tackling poverty for service users, members, staff, volunteers and/or the community in general. This category would also suit any organisation working towards any of the 'Fairness Matters' recommendations.

continued overleaf

For assistance or more information please contact us on 0800 389 6046

Long Service Award and Saltire Summit Award nomination forms can be found on our website.

NOMINATED PERSON/ORGANISATION

IMPORTANT INFORMATION ABOUT AWARDS

The information you supply will be used on certificates/awards/medals. **Please ensure all names are spelt correctly, no abbreviations are used, and the correct titles are used throughout your nomination.**

Should the wrong information be supplied there may be a charge to have a replacement award produced.

Please state the full name of the person/organisation being nominated (as they would like it to appear on any Award certificate).

Contact Details

Please state the contact details of the person/organisation being nominated.

Nominee's Address

Postcode

Telephone Number

E-mail

Age/Date of Birth

Please provide below a brief description of the organisation. This may be read out on the night or displayed for all attendees to read (approx. 50 words). Should your nomination be successful, we reserve the right to edit the text provided for the purposes of displaying or reading out on the evening.

PERSONAL DETAILS - NOMINATOR

Your Name

Organisation Name

Organisation's Address

Postcode

Telephone Number

E-mail

Does the individual/organisation know that they've been nominated? Yes No

Please Note

As spaces are limited, late nominations may not be considered.

continued overleaf

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REASONS FOR NOMINATION

In **no more than 250 words**, please provide good evidence about why your nominee stands out. Try to make a clear and coherent case which can be appreciated by someone with no knowledge of the volunteer/organisation concerned.

The following are things to consider which will help judges to assess against their criteria:

- Has the volunteer been dependable and enthusiastic?
- Has the volunteer/organisation had a positive impact on their community/group/club, members or service users?
- Has the volunteer/organisation shown responsibility and taken their role/purpose seriously?
- Has the volunteer/organisation been particularly creative and/or innovative?
- Has their involvement gone beyond what would normally be expected of a volunteer/organisation?
- Has the volunteer overcome barriers to volunteering e.g. health issues, family/work commitments?
- If the nomination is for the Active Volunteer Award, has this volunteer contributed significantly to your organisation without having a particularly sport-based background?
- Have you included current evidence of volunteering?

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Thank you for your nomination

We will be in touch shortly to confirm whether your nomination has been shortlisted. Please feel free to let other organisations/professionals in your network know about our Awards Ceremony.

Nominations will be accepted from all voluntary and statutory organisations up to and including Friday 26 April 2019.
By submitting this form electronically you confirm that all information is correct at the time of submission.

