



2011 Nomination Form

Following the continued success of our annual awards we are looking for groups and individuals to be honoured at our annual awards evening at The Newport Centre in September.

The search is on to recognise those who give up their time, energy and skills to help others in the community.

So if you know of someone who deserves a big **'Thank You'** on behalf of the people of Newport then take a few minutes of your time to put their name forward by completing this form.

Winners, 'Runners-Up' and their guests will be invited to the Awards Ceremony in September 2011 and everyone who is nominated will receive a Newport Volunteer Achievement Awards Certificate

**Closing date for Nominations
Friday 12th August 2011**



THE CATEGORIES

YOUNG VOLUNTEER OF THE YEAR

Open to people under 25 in any area of volunteering.

HEALTH & WELL BEING AWARD

Open to individuals and groups that have contributed to the well-being and/or provided a service that improves the quality of life of people in Newport.

CONTRIBUTION TO THE COMMUNITY AWARD

Open to groups that have worked or campaigned to improve the lives of local people.

COMMUNITIES FIRST GROUP AWARD

Open to groups that work in the Communities First areas of Newport.

COMMUNITIES FIRST INDIVIDUAL AWARD

Open to individuals that volunteer in the Communities First areas of Newport.

ENVIRONMENT AWARD

Recognising an individual or group that has contributed to improving their environment.

LIFETIME ACHIEVEMENT IN VOLUNTEERING AWARD

An individual volunteer whose outstanding voluntary work has contributed to and enhanced the well-being of the community.

INSPIRATIONAL VOLUNTEER

Recognising an individual volunteer who has dedicated his/her voluntary efforts to working with the community.

SPORTS VOLUNTEER (Under 16yrs)

Open to individuals who volunteer in any organisation which promotes sport in the city.

SPORTS VOLUNTEER (Over 16yrs)

Open to individuals who volunteer in any organisation which promotes sport in the city.

NEWPORT CITY HOMES GOOD NEIGHBOUR AWARD

Recognising an individual or family who have gone out of their way to consistently help or support their neighbour or have inspired community spirit in their neighbourhood. Nominations are tenants of any organisation and homeowners.

Rules of nomination are as follows:-

1. Nominations must be received by 12 noon on Friday 12th August 2011
2. The individual or group (where appropriate) must reside in the Newport City area
3. The individual or group (where appropriate) must carry out its voluntary work in the Newport City area.
4. Individuals or groups cannot nominate themselves or be nominated by a family member.
5. Nominators are asked to ensure that the nominee is aware and agreeable to the nomination being put forward.
6. Judging panel's decision is final.

NEWPORT VOLUNTEER ACHIEVEMENT AWARDS 2011 NOMINATION FORM (PLEASE DETACH)

Please fully complete all sections of this form CLEARLY. You may enclose a maximum of 2 sides of A4 additional information

DETAILS OF PERSON/GROUP NOMINATED

NAME OF PERSON/GROUP _____

ADDRESS _____

_____ POST CODE _____

TEL _____

AWARD CATEGORY NOMINATED FOR (TICK ONE CATEGORY ONLY)

YOUNG VOLUNTEER OF THE YEAR ENVIRONMENT AWARD

HEALTH & WELL BEING AWARD LIFETIME ACHIEVEMENT IN
VOLUNTEERING AWARD

CONTRIBUTION TO THE
COMMUNITY AWARD INSPIRATIONAL VOLUNTEER

COMMUNITIES FIRST
INDIVIDUAL AWARD SPORTS VOLUNTEER (Under 16 yrs)

COMMUNITIES FIRST
GROUP AWARD SPORTS VOLUNTEERS (OVER 16 yrs)

NEWPORT CITY HOMES
GOOD NEIGHBOUR AWARD

DETAILS ABOUT YOU, THE NOMINATOR

TITLE _____ FIRST NAME _____ SURNAME _____

ADDRESS _____

_____ POST CODE _____

TEL _____

REASON FOR NOMINATION:

Remember: Please put as much information as possible – the judges will not know the nominees. Please feel free to continue on separate sheets if necessary, up to a maximum of 2 sides of A4. Please refer to guidance sheet for examples.

I confirm that the information given is correct to the best of my knowledge, this nomination has been submitted with the permission of the nominee and I have read and agree to abide with the rules of the scheme.

Signed: _____ Date: _____

**PLEASE RETURN THIS FORM BY 16th August 2011 TO:-
Newport Volunteer Achievement Awards GAVO, Ty Derwen, Church Road,
Newport, NP19 7EJ**

**If you require further information or assistance please contact
Amele Tukandra or Clare Jones at GAVO on 01633 241550**

Newport Volunteer Achievement Awards 2011

Guidance Notes for Completion of Volunteer Nomination Form

Please fully complete all sections of this form CLEARLY. You may enclose a maximum of 2 sides of A4 additional information.

Only Nominate for One Category

You may only nominate a person or organisation for one award category. You must decide, having read the brief information about each category, which one is most appropriate for the person or group you have decided to nominate.

The Importance of Supporting Information

We need to know exactly why you think the person or group you have nominated deserves the recognition.

You will be surprised by the number of nomination forms that we get that simply say "I'm nominating Mrs X in the Inspirational Volunteer Category because she is a really nice person and she helped my family a lot"

Please remember that not all the people on the Judge's Panel will be familiar with Newport, its people and its community and voluntary groups. We would, therefore, appreciate sufficient information to enable the Judge's Panel to make the right decision. Supporting information should include –

- Details of the groups/projects the nominee has worked with. Example 'Linda has been a volunteer with X for over 10 years. During that time she has..... OR 'Evan has been on the partnership board of the X since 1990 and also raises money for Y...' OR 'Dan was a volunteer project manager when we rebuilt the community park last year. He.....

Give examples of how the person makes a difference to individuals and/or the community i.e. 'He's always there to lend a hand with the Food Co-op.....' Or 'She has helped our family to get back on our feet after our daughter's illness by.....'

Permission of the Nominee

Finally it is very important that you obtain the person's permission before you to put their name forward for an award. Many volunteers prefer to remain anonymous for the work they do for the community. Please respect their wishes by obtaining their permission to submit their name prior to nominating them for an award.

For further help and information on how to complete the form contact Amele Tukandra or Clare Jones at GAVO on 01633 241550