



Community Group Nomination Form

The South Gloucestershire Chair's Community Awards 2021/22

A celebration of community work and volunteering

Thank you for nominating a group for the South Gloucestershire Chair's Community Awards 2021/22. The deadline for applications is Friday 19 November 2021.

Please read these notes before completing your nomination form

1. The Community Group must be making it's contribution as a voluntary group (without pay apart from expenses) for the benefit of residents in South Gloucestershire.
2. If the Group has received payment for it's work, it must have shown additional voluntary effort and dedication well beyond that expected from their employment.
3. The Group has made a real difference in a number of ways, for example:
 - time dedicated to the work it does
 - community cohesion, bringing communities together
 - developing ideas that have helped others
 - helping others overcoming significant challenges
4. We **cannot** accept nominations from
 - immediate family members
 - self-nominations
 - elected Councillors currently in post, unless the nomination is for work not associated with the Councillor role
 - previous winners for the same area of contribution
5. You may nominate more than one group using a separate nomination form for each.
6. If possible we would prefer the forms to be returned via email to the address at the end of this form. If you have additional printed supporting material for the application this can be posted following an email submission.

Important Information

- Closing date is Friday 19 November 2021.
- Nominees will be notified during December 2021. Two representatives from the Group will be able to attend the Chair's Community Awards on 19 January 2022.

Section 1: About You

Complete **your** contact details

Surname:	
Forename:	
Title: (Mr/Mrs/Miss/Other-please specify)	
How do you know about the group?	
How can we contact you?	Telephone: Email:

Section 2: About the Community Group you wish to nominate

Complete the contact details for the **group**

Name of the Community Group	
Name of town, village, area where they help the community	
Date when the group was started (approximate date if exact date not known)	
Main purpose or function (one sentence description of their role in the community)	
If the group have a website please provide the address	
Name of main leader, chairperson or secretary	
How can we contact the group you are nominating?	Email address: Telephone number:

Section 3: Why do you feel the group should be awarded?

It is important to have as much detail as possible. Please describe in full the service which they provide in the community and the benefits to the people using the service.

Tell us about the impact they make individually and in the wider community.

Are there other groups which provide this service/role? Yes/No (please delete as appropriate)

If yes, please tell us what makes this group and it's contribution stand out from others.

If you aware, please list any other way in which the groups contribution has been recognised, for example media, by awards by professional/interest groups or through local government?

Please include any documents which provide evidence of that recognition for example newspaper clippings or letters.

If sending the form via email, please list the relevant documents and post them using the details at the end of this form or scan them as part of the attachment.

Letters/Emails of support

It is helpful if there are others whom are able to support your application. If possible, please obtain any letter/letters which endorse the groups contribution from people who are familiar with the way in which it contributes. Ideally these should be returned with this form, but they may be sent separately by email communityawards@southglos.gov.uk Please complete the details below.

Name of Supporter	Email or Telephone	How does the supporter know the group nominated? (e.g.friend/colleague)	Letter Attached/To Follow (Please confirm)	Is the supporter happy to be contacted? (Please confirm)

National Honours

We would like to submit some group nominations to be considered for a National Honour. If you would like the group to be considered for a National Honour and are happy to be contacted about this for further discussion, please indicate below.

For more information about National Honours see www.gov.uk/honours

**Can we contact you regarding submitting this application for a National Honour?
(please tick)**

Yes

No

Submitting your nomination

This form and scanned documents can be returned via email to:

communityawards@southglos.gov.uk

Any supporting documents or printed forms can be sent to: Member Services, Community Awards, South Gloucestershire Council, Chief Executive & Corporate Resources Department, P.O Box 1953, Bristol, BS370DB

If you have any queries about completing the form please contact us as follows;

Email: communityawards@southglos.gov.uk Telephone: 01454 863019

The closing date for nominations is: Friday 19 November 2021

Equality monitoring

The information provided in this section is used for monitoring purposes only.

It allows us to compile information about who nominates and is nominated for awards. By collecting this information, we can check whether all diverse communities across South Gloucestershire participate and are aware of the opportunity to participate.

It is not used to assess nominations and has no bearing on the outcome of the nomination.

You do not have to provide this information, but it will help us to ensure that as many people as possible across South Gloucestershire are aware of the opportunity to participate in the Community Awards process.

Age

Please select for yourself

Under 18 years	<input type="checkbox"/>	45-64 years	<input type="checkbox"/>
19-24 years	<input type="checkbox"/>	65-74 years	<input type="checkbox"/>
25-44 years	<input type="checkbox"/>	Over 75 years	<input type="checkbox"/>

Please tick all that apply for the group you are nominating

Under 18 years	<input type="checkbox"/>	45-64 years	<input type="checkbox"/>
19-24 years	<input type="checkbox"/>	65-74 years	<input type="checkbox"/>
25-44 years	<input type="checkbox"/>	Over 75 years	<input type="checkbox"/>

Gender

Please select for yourself

Please tick all that apply for the group you are nominating

Male	<input type="checkbox"/>	Male	<input type="checkbox"/>
Female	<input type="checkbox"/>	Female	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>

Disability

Under the Equality Act 2010, a person has a disability if they have a physical or mental impairment which has a substantial and long term adverse effect on their ability to perform normal day-to-day activities.

Do you consider that you have a disability?

Do you consider that anyone in the group you have nominated has a disability?

Yes	<input type="checkbox"/>	Yes	<input type="checkbox"/>
No	<input type="checkbox"/>	No	<input type="checkbox"/>
Prefer not to say	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>

Ethnic origin			
The options are listed alphabetically.			
Which group do you identify with? Please tick one box.		Which group does the person you have nominated for an award identify with? Please tick all boxes that apply	
Arab	<input type="checkbox"/>	Arab	<input type="checkbox"/>
Asian/Asian British – Bangladeshi	<input type="checkbox"/>	Asian/Asian British – Bangladeshi	<input type="checkbox"/>
Asian/Asian British – Indian	<input type="checkbox"/>	Asian/Asian British – Indian	<input type="checkbox"/>
Asian/Asian British – Pakistani	<input type="checkbox"/>	Asian/Asian British – Pakistani	<input type="checkbox"/>
Asian/Asian British – Chinese	<input type="checkbox"/>	Asian/Asian British – Chinese	<input type="checkbox"/>
Asian/Asian British – Other (please state)		Asian/Asian British – Other (please state)	
Black/African/Caribbean/Black British – African	<input type="checkbox"/>	Black/African/Caribbean/Black British – African	<input type="checkbox"/>
Black/African/Caribbean/Black British – Caribbean	<input type="checkbox"/>	Black/African/Caribbean/Black British – Caribbean	<input type="checkbox"/>
Black/African/Caribbean/Black British – Other (please state)		Black/African/Caribbean/Black British – Other (please state)	
Mixed/Multiple Ethnic Groups – White & Asian	<input type="checkbox"/>	Mixed/Multiple Ethnic Groups – White & Asian	<input type="checkbox"/>
Mixed/Multiple Ethnic Groups – White & Black African	<input type="checkbox"/>	Mixed/Multiple Ethnic Groups – White & Black African	<input type="checkbox"/>
Mixed/Multiple Ethnic Groups – White & Black Caribbean	<input type="checkbox"/>	Mixed/Multiple Ethnic Groups – White & Black Caribbean	<input type="checkbox"/>
Mixed/Multiple Ethnic Groups – Other (please state)		Mixed/Multiple Ethnic Groups – Other (please state)	
White – English/Welsh/Scottish/Northern Irish/British	<input type="checkbox"/>	White – English/Welsh/Scottish/Northern Irish/British	<input type="checkbox"/>
White – Irish	<input type="checkbox"/>	White – Irish	<input type="checkbox"/>
White - Roma	<input type="checkbox"/>	White - Roma	<input type="checkbox"/>
White – Other (please state)		White – Other (please state)	
Other ethnic group (please state)		Other ethnic group (please state)	
Prefer not to say	<input type="checkbox"/>	Prefer not to say	<input type="checkbox"/>