



volunteer centre
Ionad d'Obair Dheonach Laois
LAOIS



Laois County Council

In partnership with

Laois Public Participation Network

Community & Voluntary Awards 2021

Nomination Form

*This form should be used to nominate a Group/Club/Organisation Only.
Groups/Clubs/Organisations can nominate themselves.*

N.B! Before completing this form, please read the accompanying terms & conditions and judging criteria

TERMS & CONDITIONS:

1. To ensure judging is fair and impartial, judges will be selected from outside of County Laois.
2. The group/club/organisation must be well established.
3. The group/club/organisation must be registered with Laois Public Participation Network.
4. Please note that the nominator can be a member of the nominated group. Alternatively, it is not necessary that the person/group making the nomination is associated with, or a member of, the nominated group.
5. The group should not be in receipt of regular State funding, e.g., regular grant aid. Should the group have received a once-off grant for a particular item/project, this should be disclosed and will be judged accordingly.
6. The nominated group must have set out what they are about, highlighting their current/recent activities and the impact that all of their activities have on the local and wider community including, if appropriate, their level of participation locally and their level of volunteerism.
7. The nominated group must have set out what their plans are for the future, based on their commitment to making a difference in the community.
8. Prior to completing and submitting the nomination please ensure you have consent of the group being nominated to furnish this application.
9. Prior to completing and submitting the nomination please ensure you have consent of the group being nominated to furnish this application and to share their personal data with Laois co co for this purpose
10. Please submit photos and/or accompanying documentation as part of the nominated application. Please email photos or post copies only of photos, certificates, etc as originals may not be returned.
11. A minimum of two digital photographs must accompany the application form. Photographs should be of good quality and may be used for publication.
12. Photographs may be used by Laois Co Co for advertisement and publications about the Awards ceremony, posted on social media sites, be used the ceremony production and included in council publications to include but not limited to the Annual Report, Council Newsletter and Management Reports.
13. Please ensure you have consent of the nominated group whose photos are to be used in this manner. If submitting photos of individuals, please ensure you have consent of said persons prior to submission
14. By entering this process, you give consent to submitted photos being used in this manner.
15. Nominations will be shortlisted by an independent committee. Nominees will be notified in writing
16. Laois County Council reserve the right to contact the nominated group to confirm all afore mentioned consent was forthcoming.

JUDGING CRITERIA

Groups will be judged by the Adjudication Panel based on the following criteria:

- Contribution of the group to the community
- How representative the group is of the community
- Level of voluntary involvement and participation
- How well a group, service and/or activities are planned and delivered, and the use of innovative approaches
- Positive impact of the work of the group on the local and wider community
- Positive impact the work has had on the target category, i.e., arts, community services & support, sports & recreation, etc.
- Use of inclusive working methods, e.g., reaching out to ensure that those who most need to actually get involved/benefit from inclusion.
- Future benefits to the community

Completed application should be sent by email to awards@laoiscoco.ie or posted to Community Development Section, Laois County Council, County Hall, Portlaoise, Co Laois.

Closing Date 5pm on Friday 29th October 2021

For further assistance and queries, please contact (057) 86 64078 or email awards@laoiscoco.ie

Application Form

Under which Category do wish you to nominate a Group/Club/Organisation:

Please tick one only

Arts, Culture & Heritage

This award recognises Groups/Organisations who enhance their local areas, by conserving, protecting and promoting the Arts, Culture and Heritage of their local community through collective creative activities.
Examples include: Drama, Music, Literature, Arts, Festivals, Conservation, and Heritage.

Healthy & Active Community

The award recognises Groups/Organisations that encourage a healthy community by promoting positive environments and initiatives that support and encourage physical activity, healthy lifestyles and a sense of community connection.
Examples include: Walking/Hiking Clubs, indoor and outdoor activities and Physical Activity Programmes

Children & Youth

This award recognises Groups/Organisations which have a positive impact on the lives of children.
Examples include: Community Childcare Services/Facilities, Youth Groups, Sports Clubs, homework clubs, also those who work with children with additional needs and disabilities.

Environment

This award recognises Groups/Organisations working to enhance and develop their community and/or their locality from an environmental perspective and create a sense of pride and inclusivity in their area. Types of groups include: Community Development, Tidy Towns/Villages, Environmental, Enterprise & Youth, Tourism, Housing estates.

Social Inclusion

This award recognises Groups/Organisations that actively work in a supportive role in their communities and whose aim is to minimise social exclusion and/or help to improve the quality of life for socially excluded groups. Examples include; Working with the elderly, People with Disabilities, Ethnic Minority, Travelling Community, Young people in transition, LGBTI+ and the Homeless.



Age Friendly

This award recognises Groups/Organisations who help to create an inclusive, equitable society in which older people can live full, active, valued and healthy lives. Examples include active retirement, senior citizen clubs, meals on wheels, men's shed, befriending services etc.

Volunteer Laois – COVID19 Community Response Award

The Volunteer Laois Covid-19 Community Response Award recognises local groups, organisations and clubs which have worked voluntarily with people in their community and/or county during the pandemic to provide essential services to those in need of assistance."

I wish to nominate the following Group/Club/Organisation for a Community & Voluntary Award:

| | |
|---------------------------------|---|
| Name of Group/Club/Organisation | |
| Address | |
| Contact Name | |
| Phone No. (daytime contact) |  |
| Email address for contact |  |



Is the Group/Organisation a member of Laois PPN? Yes NO

1) No. of Voluntary workers No. of Paid Workers

2) What year was your Group/Club/Organisation founded? _____

3) How is the Group funded? _____

NOMINATOR: *(the person or group making the nomination – please ensure you read the terms & conditions regarding this section!)*

| | |
|---|---|
| Your Name (either an individual or a group) | |
| Your Address | |
| Phone No. (daytime contact) |  |
| Email address for contact |  |

State the reasons why the group deserves the award?

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Please highlight the current/recent activities and achievements of the nominated group/organisation?
(Use photos and/or separate pages to illustrate these if you prefer)

How does the group/organisation benefit the community?

What are the future plans of the Group/Organisation?

- By completing and submitting this form I hereby confirm that I have read and understand the terms and conditions, judging criteria and the data protection requirements.
- In addition to the afore mentioned I hereby confirm that I have the consent of the nominated group to share their personal data relevant for the administration of Laois Community and Voluntary Awards 2021.

SIGNED: _____

DATE: _____

Data Protection

In accordance with the General Data Protection Regulations 2018, the definition of personal data is – ‘personal data’ means any information relating to an identified or identifiable natural person (‘data subject’); an identifiable natural person is one who can be identified, directly or indirectly, in particular by reference to an identifier such as a name, an identification number, location data, an online identifier or to one or more factors specific to the physical, physiological, genetic, mental, economic, cultural or social identity of that natural person.

Laois County Council creates, collects and processes a significant amount of personal data in various multiple formats on a daily basis. Laois County Council’s commitment is that the personal data you may be required to supply to us is:

- Obtained lawfully, fairly and in a transparent manner
- Obtained for only the purposes of the Laois Community & Voluntary Awards 2021
- Adequate, relevant and limited to what is necessary for purpose for which it was obtained. Data will be used for administration of Laois Community and Voluntary Awards 2021 as outlined above and for financial purposes. Necessary information will be shared with the Accounts Payable Section of Laois County Council for the purposes of grant payments. Data will be used for audit purposes.
- Data will be recorded, stored accurately and securely and where necessary kept up to date.
- Data will be kept securely in the Community Development Section of Laois County Council for a period of 6 years after completion of the project, after such time it will be destroyed.
- Legal basis – Local Government reform Act 2014

Your Data Protection Rights

You have the right to request access to personal data held about you, obtain confirmation as to whether data concerning you exists, be informed of the content and source of data and check its accuracy. In addition, if the data held by us is found to be inaccurate you have the right to change, remove, block, or object to the use of, personal data held by Laois County Council. In certain circumstances blocking access to data may delay or remove access to a service where the data is required by law or for essential purposes related to delivery of a service to you. Please note that to help protect your privacy; we take steps to verify your identity before granting access to personal data.

To exercise these rights, you should take the following steps:

Forward your completed request to the Data Protection Officer at the following address:

Data Protection Officer,
Laois County Council,
County Hall,
Portlaoise,
Co. Laois.
R32EHP9

Or by email to: dataprotection@laoiscoco.ie