



VOLUNTEER AWARDS CEREMONY 2025

CVS FALKIRK & DISTRICT NOMINATION GUIDANCE

CVS Falkirk & District are excited to announce nominations for our Volunteer Awards 2025 are now OPEN. Our awards are held to recognise and celebrate the exceptional work of local volunteers, community groups and volunteer-involving organisations within the Falkirk District area, so please nominate to help us recognise their contributions! Nominations MUST be submitted before 12noon, Monday 28 April 2025 - unfortunately, late submissions cannot be considered.

This year is particularly exciting as we welcome the return of our Volunteer Awards Ceremony at the Macdonald Inchyra Hotel on Tuesday 3 June 2025. PLEASE NOTE: Capacity at the venue is limited, therefore the Ceremony will be an invite only event.

This guidance document will help you complete the [nomination form](#) (linked for your convenience) to the best of your ability. Please provide a complete overview of your volunteer/volunteer-involving organisation's impact and contribution to best support the judging panel to fairly consider each nomination.

Nominations Process

Nominators can submit one nomination per category - please submit a separate form for each nomination.

After the closing date, our volunteer team will check all nomination forms and may contact you if any key information is missing. If you do hear from us, please respond promptly so your nomination can be considered thoroughly.

Nominations are then reviewed by an independent judging panel who will choose the winner for each award. Please note that panellists reserve the right to reallocate nominations to an appropriate category if required.

Eligibility: Any volunteer and volunteer-involving organisation (charity, community group, social enterprise, CIC...) is eligible to be nominated. Please ensure all organisation/volunteer names are spelt correctly and no abbreviations are used as the information provided will be used to print certificates and awards. Should the wrong information be supplied, there may be a charge for replacements.

NOMINATIONS MUST BE SUBMITTED NO LATER THAN 12PM, ON MONDAY 28 APRIL 2025.

Please ensure that you have permission to provide the requested information to CVS Falkirk & District.

Data Protection: We are registered under the Data Protection Act 2018 for the collection, storage and processing of limited personal information for disclosed purposes. By signing this form, you authorise CVS Falkirk & District to store the information you have provided for the legitimate purposes of the awards process. Full details of our compliance with the Data Protection Act 2018 can be found on our website: www.cvsfalkirk.org.uk/privacy/ (linked for your convenience).



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Award Categories Guidance

VOLUNTEER OF THE YEAR	A volunteer, aged 26 or above, that has shown a strong commitment to volunteering, and has made an outstanding contribution to the benefit of our local communities. Perhaps a volunteer who has demonstrated great reliability or inspired and enhanced the lives of others.
YOUNG VOLUNTEER OF THE YEAR	A young volunteer, aged 25 or below, who has shown outstanding commitment and enthusiasm to the benefit of our local communities. Perhaps someone who has overcome personal barriers to volunteer, or shared key skills or lived experience within their role.
LIFETIME ACHIEVEMENT AWARD	An outstanding individual that has volunteered for much of their lifetime and had a significant long-term impact by going above and beyond ordinary duties. Perhaps someone involved in multiple volunteering roles throughout the years, or who has helped shape the development of a group through their longstanding commitment.
ORGANISATION OF THE YEAR	For organisations that have made a significant impact in the Falkirk and District area. Perhaps an organisation who has adapted themselves and their services to support their communities during times of need, or sustained significant achievements.
HEALTH AND WELLBEING AWARD	For organisations that have made a significant improvement to the health and wellbeing of people and communities in Falkirk and District, including mental and physical wellbeing. Perhaps an organisation working to prevent social isolation or supporting the community to participate in wellbeing activities.
GREEN AWARD	For organisations engaged in and supporting sustainability or environmental activities. Perhaps an organisation encouraging the community to embrace greener activity or delivering education/outdoor learning projects, or conservation and gardening opportunities.

Things to Consider in order to help your nomination stand out:

Create Impact:

- Be specific, using examples, case studies, facts and figures to demonstrate any statements you make. For example, consider how best to illustrate whether their involvement has gone beyond what would normally be expected or whether the volunteer has overcome barriers to volunteering (e.g. health issues, family/work commitments) by providing examples of reliability and impact.

Tailor the Nomination to the Category:

- Nominating for Green Award? Describe the impact of specific situations such as: methods you have implemented to support sustainability, activities you have ran to promote environmental activities, or any instances where you have developed new ways to encourage community to embrace more economically aware mindsets.

Show Current Pathways:

- Be explicit about what you are currently doing/have done recently which makes your nomination different to others. Perhaps, demonstrate how your organisation is reacting to current issues such as cost of living, or social isolation through the development of projects or events.