National Democracy Week Award Nominations

Tell us about a person or organisation that is doing really good at helping others make their voice heard.  
  
You might want to ask someone to help you fill in this form.

If you are unsure about any part of this form please call us on 0207 276 1379 or email [nationaldemocracyweek@cabinetoffice.gov.uk](mailto:nationaldemocracyweek@cabinetoffice.gov.uk)

Please contact us if you have ideas for improving this form - your feedback is very welcome. You can call 0207 276 1379 or email [nationaldemocracyweek@cabinetoffice.gov.uk](mailto:nationaldemocracyweek@cabinetoffice.gov.uk)

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| **What is a nomination?** |
| A nomination is when you think a person or organisation has done a really good job and you think everyone should know about the excellent work they have done. |

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| **Can I make a nomination?** |
| Anyone can make a nomination but you can’t nominate yourself. |

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| **What is an award?** |
| An award is when everyone agrees a person or organisation has done a really good job. |

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| **How can I make a nomination?** |
| You can put your answers in the boxes and email this document to: [nationaldemocracyweek@cabinetoffice.gov.uk](mailto:nationaldemocracyweek@cabinetoffice.gov.uk)  Or you can send your answers by post. This address to write on the envelope is: National Democracy Week Awards, Room 317, 70 Whitehall, SW1A 2AS  You have to email or post your form before 5pm Sunday 27 May 2018. We will let you know we have your nomination but you might not hear from us until June 2018. |

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| **What will happen after I make my nomination?** |
| We will tell people who are helping to choose a winner. If your nomination wins an award we will contact you. Not everyone will win an award. There will be 12 runners up and four winners.  The winners will be the very best at helping others share their views.  We will invite the runners up and all the winners to a celebration during National Democracy Week 2-8 July 2018. |

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| You should choose a person or organisation that you think is doing the great work we have written under each award category. |
| Young Advocate of the Year Award  A young person or group of young people aged between 11-25 years old who have taken a leadership role in promoting democratic engagement among their friends. The winner will be a young person or group of young people we think will be a future leader.  Diversity Champion of the Year Award  A person or organisation that has increased diversity in our democratic process and electoral systems. The winner will be a person or organisation that has supported people from diverse backgrounds to have their say.  Changemaker of the Year Award  A person or organisation that has driven through change. The winner will be a person or organisation that has put forward a new idea that has helped others get their voice heard.  Collaboration of the Year Award  A group of people or organisations that have worked together really well. The winner will be group of people or organisations that have made a big impact in helping others get their voice heard. |
| Write the Award you have chosen in this box: |

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| Tell us about the person you want to nominate |

**I nominate the following person for a National Democracy Week Award:**

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| Surname: |  |  |
| Forenames: |  |  |
| Known as: |  | *If different from above.* |
| Title: |  | *E.g. Mr, Mrs, Miss, Ms, Dr, Rev etc.* |
| Address: |  | *Please include as full an address as possible.* |
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| County: |  |  |
| Post Code: |  |  |
| Date of Birth: |  | *Or approximate age if date of birth is not known.* |
| Telephone no: |  | *If known. (Incl. area code if land line number.)* |

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| **Tell us why you want to nominate this person:** |
| Here is some tips for telling us why you want to nominate this person or organisation:  S – tell us about the **situation**: set the scene and remember to focus on a specific event or activity.  T – tell us about the **task**: what was required, who, when, where.  A – tell us about the **action** taken or initiated: what the individual, organisation or group did, skills used, behaviours and/or characteristics.  R – tell us about the **result** achieved: the outcome or what was achieved. |
| Write why you have chosen this person or organisation in this box. You should write about 250 words. If you would like to tell us in another way, please call us on 0207 276 1379 or email [nationaldemocracyweek@cabinetoffice.gov.uk](mailto:nationaldemocracyweek@cabinetoffice.gov.uk) |

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| INFORMATION ABOUT YOU |

**My name and address:**

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| Surname: |  | | *(Incl. title e.g. Mr, Mrs, Miss, Ms, Dr, Rev etc)* |
| Forenames: |  | |  |
| Address: |  | | *This address will be used for an acknowledgement and any future correspondence.* |
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| Post code: |  | |  |
| Telephone no: |  | | *(Incl. area code if land line number.)* |
| Email address: | |  |  |
| Relationship to nominee: | |  | *Please state your relationship to the nominee (e.g. son, colleague, friend).* |

By submitting this nomination you declare that the information you have provided is – to the best of your knowledge – accurate and complete. Providing false information may lead to your nominee being removed from consideration for an Award.

Signature

Date

Please return this form via email to:

[nationaldemocracyweek@cabinetoffice.gov.uk](mailto:nationaldemocracyweek@cabinetoffice.gov.uk)

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| EQUALITY MONITORING |

The information provided in this section is used for monitoring purposes only, to help us to understand who nominates and is nominated for an Award. You do not have to provide this information, but it helps the monitoring of the Awards if you do.

**Disability**

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

Do you consider that you have a disability? (Please delete as appropriate.) Yes/No/Prefer not to say.

Do you consider that the nominee has a disability? (Please delete as appropriate.) Yes/No/Prefer not to say.

**Ethnic Origin**

Which group do you identify with? Please tick one box. The options are listed alphabetically.

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| Asian Black  □ Bangladeshi □ African  □ Indian □ Caribbean  □ Pakistani □ Any Other Black Background (specify  if you wish) □ Any Other Asian Background  (specify if you wish) …………………………………………….  ……………………………………….. Mixed Ethnic Background  Chinese □ Asian and White  □ Any Chinese Background □ Black African and White  (specify if you wish)  □ Black Caribbean and White   * …………………………………………….. □ Any Other Mixed Ethnic Background * (specify if you wish)   White …………………………………………………  □ White background Any Other Ethnic Background  (specify if you wish) □ Any Other Ethnic Background (specify  if you wish)  ……………………………………………… ………………………………………………… |

And which group does your nominee for an award identify with? Please tick one box

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| Asian Black  □ Bangladeshi □ African  □ Indian □ Caribbean  □ Pakistani □ Any Other Black Background (specify  if you wish) □ Any Other Asian Background  (specify if you wish) …………………………………………….  ……………………………………….. Mixed Ethnic Background  Chinese □ Asian and White  □ Any Chinese Background □ Black African and White  (specify if you wish)  □ Black Caribbean and White   * …………………………………………….. □ Any Other Mixed Ethnic Background * (Specify if you wish)   White …………………………………………………  □ White background Any Other Ethnic Background  (Specify if you wish) □ Any Other Ethnic Background  (Specify if you wish)  ……………………………………………….. …………………………………………………… |