Information Form

Trustpower COMMUNITY AWARDS
Empowering Volunteers

Congratulations! Your community group has been entered in the 2017 Trustpower Nelson Tasman Community Awards!

The judges of the Trustpower Community Awards now need to know your organisation's story. Be aware that the judging panel may not have any knowledge of your group and its successes so share EVERYTHING your group has done or achieved over the last 12 months. This is your group's chance to showcase your group's contribution to the community. Please ensure that this Information Form is completed by a group member with relevant experience and knowledge of the group. Entered organisations are only eligible for judging once this Information Form has been submitted.

PLEASE NOTE, THIS INFORMATION FORM CAN ALSO BE COMPLETED ONLINE AT WWW.TRUSTPOWER.CO.NZ/COMMUNITYAWARDS

If you have any questions about this form please contact Emily Beaton at Trustpower by calling 0800 87 11 11 ext 4310 or emailing emily@trustpower.co.nz

PLEASE READ THE GUIDELINES SHEET INCLUDED BEFORE FILLING IN THIS INFORMATION FORM. WRITE CLEARLY USING A DARK PEN AS THIS FORM WILL BE PHOTOCOPIED FOR JUDGING PURPOSES.

Any extra information must be submitted on single-sided pages. Please DO NOT include any brochures, annual reports, CDs, DVDs or any original photographs, as these materials will not form part of the judging process.

Community Group or Organisation: _____

Category: _____

Number of paid employees (full time or part time): _____

Number of group members: _____ Number of volunteers: _____

Total hours per month contributed by all volunteers (approx)._____

Does the group receive any funding? Yes/No

If yes, what does this go towards?

_____

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What is the aim of your organisation or voluntary group?

Please detail the activities or project(s) your organisation or voluntary group has carried out in the last 12 months. Be sure to focus on the work undertaken by volunteers.
(Feel free to use additional pages for this section, if required).

For more information about the Trustpower Community Awards
please contact Emily Beaton on 0800 87 11 11 extn 4310 or email emily@trustpower.co.nz

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Trust power

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Follow us on Facebook or check us out online:
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www.trustpower.co.nz/communityawards

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Summarise your organisation or voluntary group's story by sharing how your activities or project(s) have impacted on your local community:

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INFORMATION FORM DUE BY: Friday 5 May 2017

Please send completed Information Form to:

Lani Evans
Tasman District Council
Private Bag 4, Richmond 7050
Ph: 03 543 8980
Email: Lani.Evans@tasman.govt.nz

tasman lifestyle district council

Nelson City Council te kaunihera o whakatū

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Guidelines

Trustpower COMMUNITY AWARDS

Empowering Volunteers

Volunteers are at the heart of every community - dedicating hours of time and energy every year to making their community a better place to live.

Trustpower understands that, which is why we celebrate and reward volunteers through our Community Awards programme.

WHO IS ELIGIBLE FOR THE TRUSTPOWER COMMUNITY AWARDS?

Any voluntary group or volunteer-based not-for-profit organisation working in the interests of their community can be entered in the Trustpower Community Awards. The Awards are based on activities undertaken in the previous 12 months. Entries that focus on future activities or the work of an individual volunteer will not be considered. (For information on how to recognise the work of individual volunteers please contact your local Council.)

WHO CAN ENTER A GROUP FOR THE AWARDS?

ANYONE! And best of all it only takes a few minutes! Entries must be made on the official form.

WHAT HAPPENS NEXT?

Groups and organisations that have been entered into the Trustpower Community Awards will be contacted to complete an Information Form which allows the group to outline their contribution to the community. These groups or organisations are only eligible for judging once the Information Form has been submitted. Information Forms can be completed online or they can be downloaded at www.trustpower.co.nz/communityawards. Please ensure the Information Form is completed by a group member with relevant experience and knowledge of the group.

WHAT ARE THE CATEGORIES?

The Trustpower Community Awards are divided into five categories, listed below. On the Information Form, groups need to select **ONE** category to be judged in. If, in the view of the judges, an entry meets the criteria for consideration under another category, the judges reserve the right to transfer the entry to that category.

Heritage & Environment
Improve and revitalise the local environment, culture or heritage

Health & Wellbeing
Provide services that enhance the health and social wellbeing of people.

Arts & Culture
Enhance and increase participation in arts and creative leisure activities or improve community culture.

Sport & Leisure
Increase participation and/or enjoyment in physical sport, leisure activities and recreational pursuits or provide support to participants.

Education & Child/Youth Development
Improve and enhance the education of the community, or the educational or social development of children and youth.

The winner of each category will receive $500 and a framed certificate and the runner-up will receive $250 and a framed certificate. The Supreme Winner receives $1,500, a framed certificate, a trophy held for one year and an all-expenses paid trip for two representatives to participate in the Trustpower National Community Awards.

The judges reserve the right to not award prizes in the case of there being no suitable entries.

HOW ARE THE AWARDS JUDGED?

A panel made up of Trustpower, local Council and community representatives judge the entries. The key criteria considered by the judges are:

- Volunteer Input - volunteering involvement, commitment and passion
- Use of Resources - cost effectiveness and service/project sustainability
- Initiative and Creativity - innovation, capacity to overcome difficulties or face challenges
- Effectiveness of Activities - success of service/project, achievement of objectives
- Impact - benefit of service/ project on targeted audience and/ or community

The decisions of the judges will be final. Representatives of the entered organisations and the person who entered them in the Awards will be invited to attend the Awards function, which will be held approximately six weeks after entries close.

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