**Please answer all the relevant sections on this form as fully as possible. Complete in block capitals in black ink or type.**

**Who are you nominating?** For a group or team make sure to give us all the names and contact addresses of the volunteers you are nominating. If necessary include an additional sheet.

|  |  |
| --- | --- |
| Volunteer Name /s |  |
| Contact Address  Postcode |  |
| Contact number |  |
| E mail address |  |
| Volunteer role or team role within your organisation |  |

**Please tick to confirm that your volunteer/team meet the following criteria:**

Volunteering in the Belfast City Council area

Aged 60 years or over by 20 October 2017

Please tick the category this nomination is for. Remember, you can only nominate in 1 category. If you want to nominate in multiple categories please complete additional forms

1. Older Volunteer of the Year D. Arts and Culture

B. Marie Mathews Participation Award E Team or group

C. Take 5 Active Ageing Award

**Who is making the nomination?**

|  |  |
| --- | --- |
| Name of person making the nomination |  |
| Name of nominating organisation |  |
| Address of nominating organisation  Post code |  |
| Telephone number (day time)  Mobile number |  |
| E mail address |  |

**Please complete for individual award nominations**

1. Please tell us how this person’s volunteering fits the category you have chosen.

Tell us about

* the work they do
* the activities they are involved in
* how long s/he has been a volunteer.(**Maximum150 words**)

1. Please tell us what makes this person stand out as a volunteer.

For example

* How have they gone the extra mile in their volunteer role?
* What changes have they made that make a difference to what you do?

(**Maximum 150 words**)

1. Please tell us about the impact or difference this person’s volunteering makes. What is their impact on

* Your organisation,
* Your service users and/or
* The wider community.(**Maximum 250 words**)

**Please complete for team nominations**

1. Please tell us about the project or role your nominated team/group is involved with. Tell us about

* the work they do, and
* how it contributes to the overall aims of your group/organisation (**Maximum 150 words**)

1. Please tell us what makes them stand out for you. How does this team or group of volunteers work together to carry out their role? For example

* Is there something extra special that comes from them working together?
* Explain what they have done that has added value to your work (**Maximum 150 words**)

1. Please tell us about the impact or difference this team or group makes.

Please include the impact on

* Your organisation,
* Your service users and/or
* The wider community.(**Maximum 250 words**)

Please complete for both individual and team nominations

1. Is there anything else you would like to tell us in support of this nomination? This is your opportunity to tell us why this person or team deserves to be an Award winner. For example

* Does this person contribute or volunteer anywhere else?
* What makes this volunteer or team of volunteers special?
* What would happen if the volunteer/s stopped volunteering?

(**Maximum 250 words**)

I confirm to the best of my knowledge that the information provided on this form is correct and up to date.

**Please tick if you are including a photograph of the nominee/s with this form**

Print name

Signature

Date

The closing date for nominations is **Friday 20 October 2017 at 4.30 pm.**

Please return the completed form by e mail to [volunteering@belfastcity.gov.uk](mailto:mawhinneyt@belfastcity.gov.uk) or by post to:

**Tracy Mawhinney**

**Belfast City Council**

**The Cecil Ward Building**

**4-10 Linenhall Street**

**Belfast**

**BT2 8BP**

**Thank you for your nomination**