# 2019 Program Excellence Award

# Nomination Form

### Nearly 1 million volunteers across Victoria willingly give their time for the common good and without financial gain. They are growing resilient communities and empowered, active people with depth, diversity and dedication that generate considerable social and economic value across our State.

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### The Volunteering Victoria State Awards celebrate and showcase the people, programs and organisations that build vibrant and strong volunteering communities.

## For hints and tips on how to write a good application:

## <https://volunteeringvictoria.org.au/hints-and-tips/>

## For a list of previous winners:

<https://volunteeringvictoria.org.au/volunteering-victoria-state-awards/previous-winners>

### Nominations must be received by **5.00pm, 30 August 2019.**

### All applications should be emailed to awards@volunteeringvictoria.org.au

### Hard copy applications will not be accepted.

## Nomination Details

|  |  |
| --- | --- |
| Name of Organisation: |   |
| Contact Person: |   |
| Address: |   |
| State: |  Postcode:  |
| Phone: |   |
| Email: |   |

##### Has the nomination been notified? Yes [ ]  or No [ ]

##### Permission for the information stated in this application be used for marketing purposes by Volunteering Victoria. Yes [ ]  or No [ ]

## Nominated by (if different to nominee details):

You may be contacted by Volunteering Victoria for more information or clarification about your nomination.

|  |
| --- |
| Name: Job Title:  |
| Organisation:  |
| Phone: Email:  |
| Your relationship to the organisation (if applicable):  |

## Referee:

Please provide details of at least one referee for this nomination. The referee should be willing and able to support and confirm all information included in this nomination.

|  |
| --- |
| Name:  |
| Phone: Email:  |
| Referee’s relationship to the Organisation:  |

## Assessment criteria – Program Excellence Award

Awarded to a **Volunteer Involving Organisation** for demonstrating a commitment to going beyond best practice volunteer management.

This should include reference to the application of the eight standards in the National Standards for Volunteer Involvement: Leadership and Management, Commitment to Volunteer Involvement, Volunteer Roles, Recruitment and Selection, Support and Development, Workplace Safety and Wellbeing, Volunteer Recognition, Quality Management and Continuous Improvement.

This judging will take into consideration that national standards can be adapted for different size organisations.

Please use at least **one example** of a program which fulfils these criteria and how it does so.

Answers to each of the criteria should not exceed **300** words.

|  |
| --- |
|  Type Here  |

## Evidence – please attach evidence to support your nomination, see examples below

1. Letter of Support (could be from volunteer, partner organisation, CEO, staff, testimonials etc)
2. Statistics: attendance rates, survey results
3. Policy documents
4. Communications: media, screenshots of internal employee engagement tools
5. Program logics or program scopes / models
6. Evaluation and research reports
7. Please include in the text of your application: quotes by volunteers or target group etc as this will support your application

## Declaration

I declare that all the information in this nomination is true and accurate to the best of my knowledge.

Signature Date