**Entry for the Community Wellbeing Award**

This award recognises an organisation or individual that has worked effectively to improve community wellbeing, including the less advantaged, the socially isolated, children, families, schools and all ages. Judges will be looking for projects that have involved the community in the decision-making process and encouraged involvement and engagement. Applications should also demonstrate the project benefits realised to both the organisation and the community involved.

This award will be judged on the information you provide on this form and supporting information submitted. Please see the guidance notes for information on applying.

**1. Project Title**

Click or tap here to enter text.

**2. Please give a brief summary of the project (approximately 50 words)**

**3. Organisation (please give the name as it should appear on any publicity)**

**4. Contact Name**

**5. Contact Address**

**6. Contact Telephone Number**

**7. Contact email address**

**8. Date(s) when the activity took place (it must have taken place between 1st May 2022 - 30th April 2023)**

**Date Start:** Click or tap to enter a date. **Date End:** Click or tap to enter a date.

**9. Please attach a description of your event (maximum of 750 words).**

Please ensure you explain the impact of your project on your community, children/young people and adults who took part, as well as on your organisation. Guidance notes below.

**10. Format of Entries**

Your entry will be judged on its content. Please provide as much supporting information as possible to show the impact of your project including photos, evaluation questionnaires and case studies if used.

**11. Supporting information, including photos, publicity, prints etc.**

Please submit up to 6 photographs, these may be used to illustrate your entry on a PowerPoint presentation during the awards ceremony.

Up to 2 digital images of additional supporting material may be submitted also.

These images will be used to judge your entry and may be used for publicity purposes by the Northamptonshire Heritage Forum.

Each image must follow these guidelines, otherwise it may not be considered.

1, the file format must be .JPG (jpeg files)

2, the file must be a minimum of 1Mb – anything smaller may be unusable

3, Images are preferably in landscape format, but portrait will be acceptable.

**12. Submission**

Please email your entry with up to 6 photographs and 2 additional digital images of any supporting materials to: nhfawards@gmail.com on or before 29.5.23

**Please note that you will receive an email confirmation of your entry within three days of submission. If you have not received a confirmation, please check with** **nhfawards@gmail.com**

**Closing date for entries: Monday 29th May 2023**

**Guidance Notes for Entrants**

Please give a summary of approximately 50 words for your project, including how it made use of your organisation and/or site and/or the skills and knowledge of your team, as well as your community.

**Activity Description**

Please keep your description to a maximum of 750 words.

 Your description should cover the following points:

* What you aimed to achieve through the activity and why?
* What activities have been carried out to meet those aims?
* Who has benefited from the activity and how?
* Who was involved in developing and delivering the activity?
* The number of visitors, if applicable.
* What was the budget?
* Where did the funding come from?
* Any problems encountered and how these were overcome.

**Supporting Information**

Please enclose up to **6 photographs and 2** **digital images in .JPEG format** of any other information that you feel supports your entry.

**The judges will be particularly interested in:**

 How accessible, stimulating and engaging the activity is.

* Is it something which is a new step for the organisation?
* Has the project changed people’s views? For example, visitors’ perceptions of your organisation, or how your team members approach their work.
* Have you learnt anything new about your community, organisation or visitors as a result of the project? How is this information being used?
* How has the project improved the wellbeing of your community and the people involved?
* Were the resources available (money, time, support from partners) used effectively?
* The response from visitors/the community and the results of any evaluation of the project that has been carried out.
* How the project involved the community in the decision-making process as well as increasing community involvement and engagement with your organisation.

**Help and submitting your entry**

Please fill out the form, attach your .JPEG images and email it to nhfawards@gmail.com

If you would like some technical help in submitting your entry online, please ask by emailing nhfawards@gmail.com and the team will be happy to assist you.

**Eligibility**

All fully paid-up members are eligible to enter the Northamptonshire Heritage Awards 2023.

**GOOD LUCK!**

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