

# National Awards to Volunteers in Irish Sport

## Nomination Form

When completing the form, please write clearly and use CAPITALS



Department of Arts, Sport and Tourism  
An Roinn Ealaíon Spóirt agus Turasóireachta

# National Awards to Volunteers in Irish Sport

## Guidelines

### Object of the Awards Programme

The object of the awards programme is to honour eight individuals who are representative of the body of volunteers who contribute their time and effort, through the structure of sports clubs and groups, to sport in Ireland.

### Conditions

1. Each nominee must have served in his/her voluntary role(s) for no less than two years;
2. Individuals who receive pay in return for their services will not be eligible;
3. Groups/teams will not be eligible;
4. Officers currently serving in an official capacity with Sport National Governing Bodies, Vocational Educational Sport Committees or Local Sports Partnerships will not be eligible;
5. You may not nominate yourself for this award;
6. Individuals being nominated should be informed by the nominator;
7. The nominating club must be affiliated to a National Governing Body of Sport;
8. Being nominated for another volunteer scheme does not preclude entry under this particular scheme;
9. Successful candidates will be subject to Garda vetting.

### Selection Criteria

When evaluating the candidates, the Selection Committee will consider the following:

- ▶ Length of service as a volunteer
- ▶ Versatility
- ▶ Impact on the club or group
- ▶ Impact on the community
- ▶ Impact on the sport
- ▶ Overall merit
- ▶ Other qualities

## Key Dates

- ▶ Forms available from **28 August 2006**
- ▶ Closing date to submit forms is **29 September 2006**
- ▶ Closing date for submission of short listed nominations to Selection Committee is **27 October 2006**
- ▶ Successful candidates to be contacted in **January 2007**
- ▶ Awards ceremony at the end of **January 2007**

## How to Nominate

1. Nomination forms will be available from your Sport National Governing Body (NGB) or your Local Sports Partnership (LSP) or local VEC Sport Committee (where an LSP has yet to be established in your area) from Monday, 28 August 2006. The form will also be available on the Department of Arts, Sport and Tourism website <http://www.arts-sport-tourism.gov.ie> and the Irish Sports Council's website <http://www.irishsportsCouncil.ie>
2. Nomination forms should be completed and returned to your NGB or LSP or local VEC Sport Committee (where an LSP has yet to be established in your area) by close of business on Friday, 29 September 2006. Nominees should be profiled only by the completion of this form. Please do not send any additional information (CVs, videos etc) at this stage as such material cannot be considered by the Selection Committee.
3. Each NGB will consider all nominations received and select three nominations to go forward to the selection committee stage, with the exception of the GAA and Special Olympics Ireland (the NGBs with the largest volunteer base) who will put forward 5 names for consideration. Each LSP/VEC will also put forward three names. These nominations should be sent to Sports Unit 2, Room 304C, Department of Arts, Sport and Tourism, Kildare Street, Dublin 2. The closing date for this stage is Friday, 27 October 2006.
4. A list of those selected will be considered by the Selection Committee to identify a short list of finalists.
5. Eight successful award winners will then be chosen in January 2007. There will not be different categories of awards nor an overall award, but rather eight awards recognising the equal value of every volunteer's contribution.
6. There will be an awards ceremony at the end of January 2007.
7. The successful candidates will receive a special commemorative award.

## Section 1 (To be completed by the Nominator)

### Nominee

Name \_\_\_\_\_ Gender Male/Female \_\_\_\_\_

Date of Birth \_\_\_\_\_ Tel \_\_\_\_\_

Address (Nominee) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Nominator

Contact Name \_\_\_\_\_

Telephone No(s) \_\_\_\_\_

Name of Club/Group \_\_\_\_\_

What does the Club do? \_\_\_\_\_

Address of Club/Group \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Role of Nominator within Club/Group \_\_\_\_\_

### Profile of Nominee's Work

Length of Service \_\_\_\_\_

Roles/Responsibilities of Nominee \_\_\_\_\_

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**Why the nominee should get an award**

(Complete this section with reference to the selection criteria in the guidelines)

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Signed by Nominator \_\_\_\_\_ Date \_\_\_\_\_

**Stage 1 - Closing Date for submission of nominations; Send to NGB/LSP/VEC only.  
Friday 29 September 2006**

**Section 2 (For completion by NGB/LSP/VEC)**

State why this candidate has been selected to advance to the next stage of the competition

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Signed (NGB/LSP/VEC) \_\_\_\_\_ Date \_\_\_\_\_

Contact Name \_\_\_\_\_

Position \_\_\_\_\_

Name of Organisation \_\_\_\_\_

Telephone No \_\_\_\_\_

Organisation Stamp

**Stage 2 - Closing Date for submission of selected candidates:  
Friday 27 October 2006**

[www.arts-sport-tourism.gov.ie](http://www.arts-sport-tourism.gov.ie)

[www.irishsportsCouncil.ie](http://www.irishsportsCouncil.ie)