

## Guidance Note for the completion of the Community Awards Nomination Form – Award Descriptions

### 1. District Champion & Citizen of the Year 2017

This award will be given to a citizen who has made a positive difference in their community or the District of West Lindsey in general.

### 2. Parish/Town Council of the Year 2017

The winner of this award will be the council which, on the basis of sustained performance, has the most learning to offer other councils.

The winner will be able to demonstrate a level of excellence and innovation that takes its work well beyond basic service provision. This award is about the delivery of quality outcomes and community leadership.

Submissions should focus on highlighting the council's vision, its current objectives, the steps it is currently taking to achieving those objectives and their success in doing so, with a particular focus on achievements in 2016-17.

### 3. Parish/Town Councillor of the Year 2017

The councillor who wins this category will:

- have brought about positive change in their community as a direct result of their work
- be a committed advocate for their constituents
- have strong relationships with community groups and council partners

### 4. Volunteer of the Year 2017

This award rewards an individual who has made an outstanding contribution to their community through volunteering in 2016/17.

### 5. Community Group of the Year 2017

This award recognises a voluntary group that has made a positive impact on people's lives and/ or has made a significant contribution to their community or the District of West Lindsey in general.

### 6. *Chairman of the Council's Special Award 2017* (chosen by the Chairman of the Council) *This award can be given to one of the group or individual nominees already nominated for the above awards, or the Chairman may award this to someone they deem worthy whom they met during their civic year.*

**Please note** - If you wish to nominate an individual or a group for **more than one award**, please only submit **one Nomination Form**, indicating at Section A on the Nomination Form each Award you wish to nominate them for.

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When scoring the nominations, the Panel will be looking for evidence to show that the nominee's work had:

- Community Focus,
- inspired others,
- provided Benefits to the Community including Outcomes,
- shown Commitment/Dedication/Loyalty,
- expressed Enthusiasm,
- had a wide Sphere of Influence.

It may also consider whether the work:

- has been voluntary,
- has shown excellence, and
- the length of service given to a cause.