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# **VOLUNTEER OF THE YEAR STATE AWARD**

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Nomination Guide





**NATIONAL AWARDS  
FOR EXCELLENCE  
IN FUNDRAISING**

**Contents**

About the Award ..... 3

Volunteer of the Year ..... 3

Award Requirements ..... 3

How to Enter: ..... 3

Need help? ..... 3

Nomination Form Questions ..... 4

Terms and Conditions of Entry ..... 6



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### About the Award

The FIA Awards for Excellence in Fundraising are a key component of Fundraising Institute Australia's commitment to champion best practice in fundraising.

The Awards recognise the outstanding initiatives and innovative efforts of fundraisers, volunteers and organisations. They celebrate the hard work and successes across the year, provide an opportunity for acknowledgement by your peers, and promote the role of fundraising in improving our society.

### Volunteer of the Year

This award acknowledges the significant and highly valued contribution to the fundraising profession made by volunteers. This award honours a volunteer who has assisted through their efforts and dedication of time to an organisation and fundraising cause.

A winner will be selected from each state and will be announced as the Volunteer of the Year for that state. The winner from each state will go through for national judging to determine the FIA National Volunteer of the Year.

### Award Requirements

- Organisations submitting an entry must be a current (2021-2022) Organisational Member of FIA.
- The volunteer was involved with a fundraising campaign or organisation within the past 18 months.
- The volunteer must have made a significant contribution to the fundraising sector.

### How to Enter:

Complete the online submission form [here](#) and upload supporting documentation as required.

Please see the next page for a list of information you will need to prepare and questions you will need to answer in order to complete the nomination form. All questions listed require answers.

There is no charge for entries in 2022.

**Applications close on Friday 3 September 2021.**

### Need help?

If you need assistance with your nomination, please contact FIA on 1300 889 670, or email [training@fia.org.au](mailto:training@fia.org.au) or visit our website [www.fiaawards.org.au](http://www.fiaawards.org.au)



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### Nomination Form Questions

#### NOMINATOR'S CONTACT DETAILS

- Nominator First Name
- Nominator Last Name
- Nominator Position
- Nominator Organisation
- Nominator Phone:
- Nominator Email Address
- Membership Status

#### YOUR ORGANISATIONS DETAILS

- Organisation
- Full name of CEO/ Head of Fundraising or equivalent of the organisation who approves this submission
- Position
- Phone number and email address

#### REFEREE DETAILS

- Name
- Position
- Organisation
- Phone
- Email Address

Referees will be contacted at the discretion of the judges.

#### NOMINATED VOLUNTEER DETAILS

- Full name
- Nominee's state (for state judging purposes)
- Length of service as a volunteer to your organisation
- Name of the organisation to which the volunteer contributes



**JUDGING CRITERIA AND WEIGHTING**

Guide: approx. 300 words per criteria

<p><b>Volunteers Profile</b></p> <p>Include a brief biography along with a list of volunteer activities undertaken in recent years.</p> <p><i>This information may be used for introductions, publications, media releases and trade publication reviews.</i></p>	<p>20%</p>
<p><b>Volunteers key involvement – Organisation’s cause</b></p> <p>Provide a brief description of the volunteer’s key involvement with the organisation's cause.</p>	<p>10%</p>
<p><b>Volunteers key involvement – Fundraising activities</b></p> <p>Provide a brief description of the volunteer’s key involvement with the organisation’s fundraising activities/campaign.</p>	<p>20%</p>
<p><b>Summary of award nomination</b></p> <p>a) Provide a summary of the award nomination. Include examples of how the nominee has contributed to your fundraising activities and organisation’s cause.</p> <p><i>This information may be used for introductions, publications, media releases and trade publication reviews.</i></p> <p>b) Please provide a short (approx. 1-3 min) video telling us why the nominee should win this award. This can be a simple video filmed on your phone. The quality of the production will not be considered in the judging process – it’s about the story you tell.</p>	<p>30%</p>
<p><b>Referral Letter</b> (as part of the supporting documentation)</p> <p>A referral letter from the nominee’s referee (Charity CEO or equivalent).</p>	<p>20%</p>



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### **SUPPORTING DOCUMENTS**

- Two or three pieces of supporting material. At least one must be an image of the nominee suitable for the 2022 Awards publication. Others could include video, audio, Powerpoint presentation or other media
- The logo of the organisation the nominee represents (high res EPS or JPG minimum 600dpi).

Please note that these materials may be used in Powerpoint presentations and other published materials related to the Awards. FIA reserves the right to reproduce entries in all FIA publications and in other promotional materials, including the FIA website and media releases.

### **Terms and Conditions of Entry**

1. The submitting organisation must be a current (2021/2022) Organisational Member of FIA.
2. The CEO/Head of Fundraising /or equivalent of the submitting charity must endorse the entry form.
3. No alterations to entries will be permitted after the closing date, Friday 3 September 2021.
4. Entries will not be accepted unless they are complete and submitted according to guidelines.
5. FIA reserves the right to use any/all submission material entered for promotion of the Awards. FIA may use aggregated data for purposes of research on fundraising benchmarks.
6. Under no circumstances shall FIA be held responsible for the payment of any royalties or other charges for the use of materials provided in support of the awards. All entries become the property of the FIA on submission.
7. Judges reserve the right to withhold awards at their discretion if entries received are not meritorious. The decision of the judges will be final and no correspondence will be entered into. FIA accepts no responsibility or liability for any loss of commercial privilege or any other thing which constitutes loss or damage as a result of an entry in the FIA Awards for Excellence in Fundraising.