



RYA Sailability Volunteer Awards 2012 Nomination Guidelines

The RYA Sailability Awards recognise the priceless voluntary contribution given by people who make a real impact on our sport. These awards, seen as the 'MBEs' of our sport, will be given to volunteers involved in delivering sailing for disabled people at grass roots level.

Award Categories

Individuals can be nominated in one of three Award Categories. Each category is of equal standing but reflect the different contributions people have made to our sport. The categories in 2012 are:-

Exceptional Contribution - someone who has shown exceptional commitment and dedication over a period of 10 years or more

Outstanding Contribution – someone who has volunteered for less than 10 years but who has none the less made a significant contribution. This could be a single or 'one-off' contribution

Significant Contribution - someone who has demonstrated a regular commitment and/or inspirational contribution to the sport

Nomination Criteria

1. Nominations must be from an RYA Sailability Foundation Site, not normally an individual. Nominations will not be accepted from close family members.
2. A Foundation Site can make up to **three nominations**, one in each of the three categories in any given year. Each individual can only be nominated for an award in **one** category in any given year.
3. A person cannot normally receive more than one Award.
4. If the person being nominated for an Award, also has a 'paid role' or is 'employed' to undertake similar duties, they must also have given the equivalent service in a voluntary capacity. i.e. given significant time *in addition* to their paid work or employment.
5. Posthumous awards will not normally be made.
6. Successful nominations will need to clearly show how the individual has 'put something back' into the sport, and that this effort/contribution is above and beyond normal participation in activities.
7. Nominations will only be accepted on the RYA Sailability Awards nomination form (attached)
8. Where letters of support are attached they should be limited to only 2 per nomination, 1 page A4 (max. 500 words) in length, and typed if possible.
9. **Nominations should reach RYA Sailability by Friday 6th January 2012.**

Confidentiality

All nominations will be treated in the strictest confidence. The RYA suggests that you **do not** inform the nominee that you are putting them forward for an Award to avoid raising expectations which may not be met.

RYA Awards Panel

The Awards Panel will consider each nomination and their decision will be approved by 27th January 2012. This decision is final.

The RYA will endeavour to inform you and your nominee by 3rd February 2012 if the nomination is successful.

If the nomination is unsuccessful the RYA will endeavour to inform you by 10th February 2012. The RYA will not inform the nominee if the nomination is unsuccessful.

Presentation of Awards

Successful nominees will be invited to receive their Awards at the RYA Sailability National conference on 25th February 2012.

Conditions of Entry

All material submitted as part of any nomination and the copyright thereof shall become the property of the RYA. No nomination will be returned.

The RYA may, at its discretion, change the award category for which the nomination is made.

Only nominations received by Friday 6th January 2012 will be considered for the 2012 RYA Sailability Awards.

Submission of a nomination form to the RYA is deemed acceptance of these conditions and agreement to be bound by them.

The RYA reserves the right to change these conditions at any time by posting changes on the RYA website.

Please send the completed nomination form and any supporting letters to:

Lorna Conder
RYA Sailability Project Assistant
RYA House
Ensign Way
Hamble
Hampshire
SO31 4YA

Nominations should be marked
'RYA Sailability Volunteer Awards - Private and Confidential'.

Deadline for Receipt of Nominations – Friday 6th January 2012

RYA Sailability Volunteer Awards 2012 - Nomination Form

Details of Person completing Nomination Form

Name :

Contact Address:

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Postcode:

Telephone number:

E-mail address:

On Behalf of:

(RYA Sailability Foundation Site)

Group/Club Name:

Details of Person Nominated for the Award

Name :

Contact Address:

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Postcode:

Telephone number:

E-mail address:

Award Category (Please tick only one category)

Exceptional Contribution Outstanding Contribution Significant Contribution

How long has the nominee been actively involved with your Sailability Activity?

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How is the nominee known to you?

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What role/s, tasks or activities has the nominee taken on or been involved with during this time?

Role/Tasks/Activities	From Approx	To Approx	Comment / Narrative

Please continue on separate page if necessary.

How has the nominee directly influenced or the club/organisation?

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What is so special about the nominee's contribution or achievements?

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Is there anything else you would like us to know about, or consider regarding this nomination?

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Letters of support included: NO YES 1 or 2 (Please circle)

Signature of the person making the nomination:

Date:

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