



Chartered Institute  
of Fundraising Scotland  
Institiud Tional-airgid  
Clàraichte na h-Alba

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## Voluntary Fundraising Group of the Year

### Voluntary Fundraising Group of the Year

- For any voluntary fundraising group that has made a major contribution to fundraising over a significant period for one or more organisations.
- The Voluntary Fundraising Group of the Year award is made to a group of people who by their hard work, dedication and example has made a difference to the charity or charities for which they have worked.
- Any group of volunteers who by their efforts have enhanced the fundraising capacity and results of a charity. A volunteer is defined as someone who has worked for a charity without remuneration, or whose remuneration is so insignificant in the context of the time they have spent working for the charity that it is considered inconsequential.
- Nominations should be made either by the charity for whom the volunteers have worked, by fellow volunteers at the charity, or some other person connected with the charity. They cannot be made by the nominees.

### Submitting your nomination:

- You may enter under multiple categories where appropriate.
- All fields are mandatory; the judging panel will not consider nomination forms with blank spaces.
- All entry forms must be received by 5pm on Friday 1<sup>st</sup> April 2022 via the awards nomination website at <https://www.scottishfundraisingconference.org.uk/ciof/awards>
- No entries will be accepted after this date.

### Your details (nominator):

Name	
Job title	
Organisation	
Address	
Telephone	
Email	
Twitter (not mandatory)	@

### Nominee details

1. Name of voluntary fundraising group

#scotconf



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2. Name of charity / charities

3. Supporting statement

Taking into account the entry guidelines above, please tell us why you are nominating this group as Voluntary Fundraising Group of the Year.

*(Max 1000 words)*

4. Submission summary

Please provide us with a summary of your submission; including the key details of your nomination.

If shortlisted, this information will be used on the Chartered Institute of Fundraising Scottish Conference website and awards brochure. Please note that your summary may be revised for editorial purposes.

*(Max 150 words)*

5. Supporting image

Please attach a few images, including logo(s) if appropriate, to illustrate your nomination. These will be used on our website and printed materials should your nomination be shortlisted.

The files should be in JPG, BMP or PNG formats, big enough to use in printed material, but not greater than 2MB in size. The image files should be titled with the name of your organisation plus the name of the relevant award category i.e. Volunteer Fundraiser of the Year.

## Judging Process

A co-ordinator will receive all applications. Copies of the applications will be shared with members of the judging panel.

The panel will decide which applications will be shortlisted. The panel's decision is final.

A co-ordinator will contact all applicants by email confirming the outcome of their application and where a nomination has been shortlisted, outlining the next steps.

Successful nominations for the Fundraiser of the Year Award, Fundraising Excellence Award and Volunteer Fundraiser of the Year Award may be required to participate in an informal interview with a panel member and may be required to submit a short video that will be played on the awards evening.



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## Privacy Notice

The Chartered Institute of Fundraising of Charter House, 13-15 Carteret Street, London SW1H 9DJ is the Controller.

The information you provide in this form will be used by the Chartered Institute of Fundraising Scotland to administer the nomination process.

All received forms will be accessed by a single co-ordinator and will be kept in a secure, restricted access environment. A judging panel will have access to completed forms for the selection process only.

All copies of the application forms will be securely destroyed within 1 month following the Awards ceremony.

Some of the data you supply will be made public if your nomination is shortlisted. This includes names, job titles, companies and photographs where this is relevant to the Award category. This information will be published via our website and in media articles.

For further information on how your information is used, how we maintain the security of your information and your rights of access to information we hold about you, please see our [privacy policy](#).