

**Legacy Sub-Committee Nomination Form**

The Legacy Sub-Committee has been established for Craven District Council’s final year to formally recognise projects, organisations, teams, voluntary groups and individuals who have provided an exemplary service to the District.

If you know of a project, organisation, team, voluntary group or individual who has made a difference in your community, please show your appreciation by nominating them for an award.

**How to Nominate**

Please complete the following form and send it to Craven District Council. Forms can be sent by email to committees@cravendc.gov.uk or by post to Democratic Services, 1 Belle Vue Square, Broughton Road, Skipton, North Yorkshire, BD23 1FJ.

Please read these notes before completing the nomination form.

* Each nomination is assessed against the award criteria by the Legacy Sub-Committee Panel. The Panel is made up of Members from across the political parties and their decision is final.
* The deadline for returning forms is Friday 6th January 2023.
* The number of awards available is limited, so unfortunately not all nominations can receive an award.
* Upon receipt of your nomination, we will send an acknowledgement. We regret that it is not possible to enter into correspondence on the merits of a particular nomination, nor on its progress, whilst it is under consideration.
* If there are any important changes to the information supplied on the nomination form after you have submitted it, please let us know.



**Legacy Sub-Committee Nomination Form**

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| **Name of Project, Individual, Group, Team or Organisation being nominated**  |

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| **Award Category** Please tick one award category which best describes your nomination. |
|  |  |  | **Arts and Culture:** Contributed to arts, heritage and culture in their local community or the wider District.  |
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|  |  |  | **Environmental Improvements:** Contributed to enhancing their local environment or the environment of the wider District.  |
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|  |  |  | **Sport and Recreation:** Contributed to amateur sport or physical activity in their local community or the wider District. |
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|  |  |  | **Health and Wellbeing:** Contributed to improving the health and wellbeing of local people by providing care to vulnerable people, bringing the community together to look after each other or helping people to live healthier lives in their community or the wider District. |
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|  |  |  | **Community Group:** A group that has made a positive impact on people’s lives and/or has made a significant contribution to their local community or the wider District. |
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|  |  |  | **Volunteer:** An individual who has made an outstanding contribution through volunteering. |
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|  |  |  | **Local Government: (this includes parish, town, district, and county councils)**An individual or group within Local Government that has gone above and beyond to positively impact the District. |
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|  |  |  | **Other:**A project, individual, group, team or organisation that has gone that extra mile to positively impact their local community or the wider District. |
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| **Please specify what your nominee has achieved and why they should receive an award.**(For example, they may have; improved accessibility to a service or activity; made a positive difference in their community or in the wider District; motivated and inspired others to get involved; brought communities together; promoted equality, diversity, cohesion, and inclusion; improved a statutory service; or had a positive impact on the environment.) |
| **Please explain how their work has benefited their community or the wider District and specify which community this is.**  |
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| **If you are nominating a project, team, group or organisation please tell us.*** When this was formed.
* What this was formed to do.
* Approximately the number of people who have benefitted from this service (if known).
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| **Contact Details for the Person Making the Nomination** **Please provide the following information about yourself.** |
| **Your Name:**  |
| **Your Address:** |
| **Your Postcode:** |
| **Your Daytime Telephone Number:** |
| **Your Email:** |
| **Your relationship with, or how you know the nominee:** |
| **Signature:** |
| **Date:** |

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| **Contact Details for the Nominee****Please provide the following details about your nomination.** |
| **Contact Name**:  |
| **Address**: |
| **Postcode:** |
| **Daytime Telephone number:** |
| **Email:** |

Please send your completed form to committees@cravendc.gov.uk or post to: Democratic Services, 1 Belle Vue Square, Broughton Road, Skipton, North Yorkshire, BD23 1FJ by Friday 6th January 2023.

The information contained in this nomination form is strictly confidential and will not be communicated to any person other than those involved in the administration of the Awards.

Please complete the Nomination Form in full. It is important that you provide as much information about your nomination and explain exactly how they have contributed to their community.

If you need help or advice to complete the form, please contact Democratic Services by email at committees@cravendc.gov.uk or by calling 01756 700600.