**Mock Application Form**

Charity Impact Awards 2020

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| This is an advance copy of the official Charity Impact Awards entry form. The official online entry form will be available from 1 September 2020. All entries must be submitted **via the online form** by the closing date of 2 October 2020. **This is not the official entry form.**The purpose of this document is to help you prepare your entry in advance of the opening date. From 1 September 2020 you can copy your answers from this document into the online form at www.charityimpactawards.ie. |

**Overview**

The Charity Impact Awards celebrate the work of community and voluntary groups, charitable organisations, and local clubs or groups that have brought about positive change. There are three sub-categories in the Impact Awards:

1. Small Organisations
2. Medium Organisations
3. Large Organisations

Whichever category you fall into, there are two parts to your application for the Charity Impact Awards:

1. A short video
2. A written application

**Video**

All entries in this category must be accompanied by a short video (2-minutes max). The video is your chance to share your organisation/group’s vision for the future.

**3 bonus points will be awarded to videos that begin with the following line: *“We’re working for a future where...”***

(Please do not include any music over this line — you are welcome to include it later in the video.)

The rest of the video should explain how you believe your organisation’s work improves and strengthens communities, and makes Ireland a better place for everyone.

The video **must not be more than 2-minutes (120 seconds) long.** You will need to upload it publicly on YouTube so that you can post the link into the online application form.

We know that COVID-19 restrictions make it harder than usual to create a video. We encourage creative storytelling in this respect — and part of the judging criteria will include assessment of your video’s inspirational qualities. Could you use drawings to create a video? A slideshow of photos? Older footage with a new voiceover? Testimonials recorded on people’s phones? Even talking head videos can be engaging when you tell the right story.

**Written Application**

This is your chance to tell us about your organisation/group’s impact so far.

The term “impact” simply means making a positive difference in people’s lives. It can be something tangible like a much-needed community amenity or service, or something intangible like increased confidence or a sense of community pride.

Remember: keep your answers relevant, concise, and clear. Think about the audience when you write and use plain English. We want to hear about the human impact of your work, along with facts and figures in support of your success. Make sure to stay within the character count for each question.

**1. Tell us about the issue(s) this organisation is tackling and why it's important**

Why was the organisation set up? What is it trying to change or do? Why is it important to do this? **(character limit: 800)**

**2. How does your organisation go about tackling these issues?**

Explain your organisation's approach to solving the issues you identified in your previous answer. If it has had to adapt its activities in response to COVID-19, how did it do this? **(character limit: 800)**

**3. Tell us about a case where the organisation has made a positive difference. (character limit: 1,500)**

This is your chance to talk about impact in qualitative terms. Provide a case study to illustrate the impact of the organisation’s work. We will accept anonymous case studies if you need to protect the identity of a service user or individuals under 18 years of age. You can include a quote or endorsement if you wish.

**4. What has the overall impact of this work been and how do you measure it?**

How would you describe the overall impact of your organisation’s work? What measures do you use to know if you have been successful at achieving your goals? How do you know what to improve or change in your work? Please include as much evidence as possible to demonstrate your impact. **(character limit: 1500)**

**5. What makes your organisation special?** What is the organisation’s unique selling point? What makes the organisation different from others working in the same field/area? **(character limit: 800)**

**6. How can the public support your work?**

Do you need volunteers? Do you fundraise? Can the public share your story? Give them a call to action. **(character limit: 800)**

**7. Describe how your organisation is transparent and accountable**

For example, do you publish your annual accounts online? Are you compliant with the Charities Regulator's Charities Governance Code? Do you use the Charities Regulator’s Fundraising Principles? **(character limit: 800)**

**Questions?**

Please direct any questions about your nomination to emily@wheel.ie.

The online application form will be available at

[www.charityimpactawards.ie](http://www.charityimpactawards.ie/)

from 1 September 2020.

*Please note that as this is a preview, there may be small changes to the final version.*