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**Oscar Kilo Awards 2022 - Application Form**

**Checklist**

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| **Prior to submitting your application, please check the following:** |
| ☐ Yes, I have completed all sections in this application form and confirm that it has been completed in its entirety and in line with the supporting guidance notes.  ☐ Yes, I have included any supporting evidence required and this is clearly marked.  ☐ Yes, I understand that this nomination is for the organisation and not for an individual.  ☐ Yes, I understand that awards are presented in recognition of the concept and delivery but **not** of providers / venues / products.  ☐ Yes, I understand that my organisation should be in the process of, or should have worked through the Blue Light Wellbeing Framework via Oscar Kilo.  ☐ Yes, I have clearly indicated what information provided in this application form may not be used in a publicly available case study.  Please note that there will be no opportunity to revise your application once submitted, so ensure it is complete and clear in describing your organisation and project/programme.  Please ensure that all items making up the supporting evidence are referenced accordingly. We will mark your submission based on the information provided within the application form and evidence. |

**1. Summary details**

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| **Q1. Applying organisation’s details** |
| Organisation name in full: |
| Address: |
| Website: |

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| **Q2. Main contact’s details** |
| Name: |
| Telephone: |
| Email: |

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| **Q3. How did you hear about the Oscar Kilo Awards?** (please select as many as appropriate) |
| ☐ Oscar Kilo newsletter  ☐ OK website  ☐ OK social media (e.g. LinkedIn, Twitter)  ☐ Other |
| If other, please specify: |

**2. About your project/programme**

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| **Q4. What is the name of your project/programme?** |
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| **Q5. Select the award category that you wish to submit your entry for.** |
| * *Please note that you can apply for one more than one category but entries must be tailored to each* * *Refer to the Guidance Notes for Applicants document for more information* * *The Occupational Health category has been introduced as it is now part of the Blue Light Wellbeing Framework. If you wish to enter under this category we don’t expect you to have completed this section of the framework.* * *Due to the pandemic we expect many of your entries to be Covid related. Please still select the most relevant category and also tick the Covid-19 box at the bottom.* |
| ☐ Creating the Environment  ☐ Absence Management  ☐ Leadership  ☐ Mental Health  ☐ Occupational Health  ☐ Personal Resilience  ☐ Protecting the Workforce    Please tick this box if your entry is Covid related ☐ |

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| **Q6. Give a brief overview of your project/programme.** (up to 500 words) |
| * *Please explain the area of need or the issues you tried to solve and how you went about it.* * *Include your target group and the geographic location of the programme/project.* |
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| **Q7. What does your project/programme involve?** (up to 500 words) |
| * ***PLEASE ENSURE YOU REFER TO GUIDANCE NOTES*** * *Summarise what you are doing or did, using straightforward language.* * *Make sure you include your main project activities and describe how you delivered them.* * *Include details about setting/s where this is being or was implemented* * *Describe who the main beneficiaries are that have been supported by this project?* * *Were other organisations involved in delivering your project/programme and what was their role?* * *What does success look like for your project?* * *If you do have a specific target audience, please clarify who they are.* |
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| **Q8. How did you know there was a need for your project/programme?** (up to 500 words) |
| * ***PLEASE ENSURE YOU REFER TO GUIDANCE NOTES***   *Include details of the evidence you have gathered, for example:*   * *The success of any previous work including any pilots* * *Any consultation you or others doing similar work have carried out with the people who would benefit* * *Research you or others have completed to show that there are gaps in provision or a need to enhance existing services.* * *Any value for money or cost benefit analysis undertaken if appropriate.* |
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| **Q9. What were the outcomes that your project/programme has achieved?** (up to 500 words) |
| * *How are these outcomes measured?* * *What difference has your project made?* * *Why was your project the best way to meet the needs identified?* * *Reference to the GAIN model* |
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| **Q10. How does your project/programme support participants and deliver on intended outcomes?** (up to 500 words) |
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| **Q11. How do you engage the intended audience that you wish to target through your project/programme?** (up to 500 words) |
| * *This could range from community events to formal service-user agreements.* |
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**3. Supporting documents and files**

**Evidence**

In addition to the information included on this application form, any supporting evidence should be recorded in the table below. Please consider the evidence you submit carefully.

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|  | **Item description** | **How does this support your application?** |
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**4. Submit your application**

Please send this application form and all documents and files comprising your supporting evidence to [johanna.duckworth@college.police.uk](mailto:johanna.duckworth@college.police.uk).

If your entry is shortlisted, Oscar Kilo may like to use some of the information provided in this application form in a case study to be published on the Oscar Kilo website. Therefore, if there is anything you would prefer was not to be made public, please ensure that you indicate this clearly where appropriate.

**The deadline for entries is 5pm on the 11 March 2022.**

If you have any queries about the awards or the application process, please email [contact@oscarkilo.org.uk](mailto:contact@oscarkilo.org.uk)