

Tenant and Leaseholder Awards 2020



Our Tenant and Leaseholder Awards shine a light on the many **unsung heroes** who make our neighbourhoods great places to live.

Do you know someone worthy of a nomination?



If the answer is 'yes' but you're not sure where to start then these **top tips** can help you on the way to writing a successful nomination.

You have until **30 November** to nominate a group or individual for our 2020 Tenant Award ceremony so let's get started...

Top tip summary



Here are our top tips to help you with your nomination:

Tip 1: Get the best fit

Tip 2: Answer the 6 W's

Tip 3: Think about powerful and positive words

Tip 4: Expand

Tip 5: Make your nomination shine

Tip 6: Check before you send

Tip 7: You've got to be in it to win it!



Tip 1: Get the best fit



Firstly, before you start to write choose the most appropriate category and review the nomination criteria.

This will make sure that the award category or categories are the **best fit** for the person or group you are nominating.



Award categories



With ten award categories there are plenty of opportunities to highlight the invaluable and life changing work individuals and community groups do day in, day out across our neighbourhoods.

These include:

For individuals

- Tenant or Leaseholder of the Year
- Good neighbour award
- Outstanding personal development
- Street and Block Champion of the Year
- Young Person of the Year (under 25s)

For groups / projects

- Community group of the year
- Best green project
- Best community project / event
- Best older person's initiative or event
- Best wellbeing project

Tip 2: Answer the 6 Ws



For individuals

Who?

Who are they and what personal qualities do they have?

Where?

Where do they live and how have they helped their local community?

What?

What special qualities does this person have? What have they achieved? Are they part of any community groups? What personal challenges have they overcome?

When?

When did they start to get involved in their community or make positive changes in their life?

Why?

Why do they do what they do? What motivates them to get involved?

How?

How does this person go the extra mile? How have they positively transformed their own or others lives through their voluntary work?



Example for an individual:

“I am disabled and partially sighted meaning I have to have frequent trips to the hospital. John is such a selfless and caring person who is always there to help me when I most need it, assisting with my washing up, washing, ironing, gardening and taking out my wheelie bin. If anything is not working around my home I always know I can call on him to take a look.

Not only does he look after me but he helps lots of other elderly people in the local area transporting them to hospital, picking up shopping, mowing the lawn or helping with anything else they might need. There’s not a day goes by that John isn’t helping someone.

From the small to the bigger things I know I can always rely on him to help – he’s an absolute gem! He says he helps out because “that’s what neighbours are for”! I feel honoured to have him as my neighbour and I wish there were more people like him in the world”



Who,
where and
what?

How,
when,
and why?

For groups / projects

Who?

Who are the group/project? How many people run the group? Who has taken part in the activities on offer?

Where?

Where is the group or event located and what neighbourhood does it support/target?

What?

What do the group do? What sorts of things happened as part of the event or project? What difference has it made to Nottingham City Homes' residents?

When?

When did the event take place and how long was it for? When did the group first become established?

Why?

Why did the group first set up or do what they do? What are they trying to achieve through their work?

How?

How has this group changed the lives of those in the local community? This could be for large or small numbers of people or for separate individuals

Is there any other evidence you can provide? For example quotes from those who attended, level of satisfaction of those who take part, examples of recent success stories etc...



Example for a group or project:



“Over the past two years ABC community group, in St Ann’s, has transformed two overgrown allotments into a beautiful community garden. This dedicated group of volunteers take huge pride in their work with three or four volunteers regularly at the site each day.

What,
where and
when?

Since the site’s transformation the area has now been used for a number of popular events including an outdoor afternoon tea which helped to attract more than 70 people, from the local community, and raise over £300 for charity. Evaluation from the event showed that over 60% of those who attended were Nottingham City Homes’ residents, with over 90% of those attended saying they would attend another similar event in the future.

What,
who
and
how?

The group has also worked alongside local businesses who have contributed their time and donated goods to improve the site through volunteering days, garden furniture, pot plants, soil and planting. This once neglected site is now a haven for wildlife as well as being well used by all sections of the local community”

Why and
how?

Tip 3: Think about powerful and positive words



You need to **'sell'** this person of group to the judging panel who rely on the words and examples they in see your nomination.

Examples of positive words you may want to consider using include passionate, responsible, transformed, effective, efficient, positive, helpful, trusted, caring, dedicated, active, inspiring, hard working, selfless, approachable, made a difference, encourage, life changing, overcome adversity etc...



Tip 4: Expand!



Don't write too little - but try to **make every word count**

If you can **expand** on your answers as much as you can



For example



Short: *“Jackie always does her best”*

Expanded: *“In June Jackie was responsible for planning and organising a successful community event. She sourced raffle prizes and booked all the activities which included fun games and a sing-a-long. The event was a great success, helping to raise over £100 for charity, with attendee stating, “This has been a truly wonderful day, thank you Jackie for all her hard work”.*

Tip 5: Make your nomination shine!



By using **specific examples** you will **emphasise** what you are saying and show the judging panel **why** your person or group should **win** the award.

This could be supported by quotes, evaluation results or compliments.



Tip 6: Check before you send



It's a good idea to double check your submission or ask someone you trust to read and check your submission before you submit it.



Tip 7: You've got to be in it to win it!



Every carefully written submission means that your nominee is one step closer to walking away as a winner at our next Tenant awards.



How to nominate



Once you have selected the person or organisation you would like to nominate, you will need to complete a nomination form.

You can make a nomination 365 days a year, in any of the following ways:

- Online via the Nottingham City Homes website
- by requesting a form from involved@nottinghamcityhomes.org.uk
- or over the phone, by calling 0115 746 9100