**Torfaen Community & Volunteer Award – Nomination Tips**

**Here are some helpful things to consider:**

Nomination applications need to tell the nominee's story in a compelling way, to help the judges understand why the person stands out. The judges need to know about your nominee, their volunteer activities, and how they benefit the community.

**Q1 – Fully describe the activities carried out that has inspired you to nominate this individual/group/business**

 **(Max 500 words – 5 points)**
Include:

* Who they are – personality, background, qualities
* What & when – what they do, how long, how often
* Where – location and type of volunteering
* Why – their motivation and commitment

🔹 **Example:**

Janet has been a committed volunteer at the Willow Support Centre for the past three years. The Centre supports adults with learning disabilities, providing a safe and inclusive environment where they can learn, connect, and thrive. When Janet first joined, she had just retired and was eager to give back to her local community. She started by helping once a week but now volunteers three times a week, providing consistent support to both clients and staff.

From the beginning, Janet’s kindness, reliability, and enthusiasm stood out. She helps run a range of creative activities such as arts and crafts, light cooking sessions, and personal development tasks like reading and communication support. Janet tailors her approach to meet each person’s needs, always showing patience, encouragement, and respect.

One of her most inspiring contributions has been leading a community garden project. Janet took the initiative to turn an unused space behind the Centre into a vibrant garden. She involved clients and volunteers in planting, decorating pots, and painting signs. This project gave everyone a sense of ownership, responsibility, and pride. It’s now a peaceful space that supports wellbeing and connection.

Janet also plays a key role in supporting individuals who are at risk of isolation. She regularly checks in on clients who find it difficult to join group sessions, offering them quiet one-on-one time and gentle encouragement to build confidence. She notices when someone is struggling and always steps in with care and discretion. Her support has helped several clients become more engaged, social, and independent.

Beyond her direct work with clients, Janet supports the team by mentoring new volunteers, offering advice, and helping them settle into their roles. She recently helped create a welcome pack to improve volunteer training and has suggested practical ways to improve how activities are delivered.

Janet’s impact can be felt throughout the Centre. Her presence lifts morale, and her thoughtful contributions help create a more welcoming, inclusive, and positive environment. She is the kind of person who never seeks the spotlight but quietly transforms the lives of those around her through her actions.

She is a true role model, not only to the people she supports but also to fellow volunteers and staff. Her commitment, creativity, and warmth make her an invaluable part of the Willow Support Centre—and a perfect candidate for this award.

**Q2 – How do you feel the activities listed benefit the community?**

**(Max 100 words – worth 3 points)**
Include:

* Who benefits
* Why the help is important
* What difference it makes

🔹 Example:

Janet’s volunteering has had a powerful impact on both individuals and the wider community. By supporting adults with learning disabilities, she helps them build confidence, develop life skills, and feel a sense of belonging. Her community garden project created a shared space where clients, staff, and volunteers come together, encouraging teamwork and pride. Janet’s one-to-one support for isolated individuals ensures no one is left behind, promoting emotional wellbeing and connection. Her positive influence also inspires others to volunteer, helping to create a more inclusive and compassionate local community where everyone feels valued, supported, and empowered to thrive.

**Q3 – Why do you think this individual/group/business deserves to be recognised in this category?**

**(Max 100 words – worth 2 points)**
Focus on:

* Why they fit this category
* Why they inspire others

🔹 Example:

Janet deserves the Volunteer of the Year award because of her tireless commitment, creativity, and compassion. She is far more than just a volunteer—she is a trusted friend, a thoughtful mentor, and a passionate advocate for people with learning disabilities. Her dedication has transformed lives, both through the hands-on support she gives and the welcoming environment she helps create. Janet consistently goes above and beyond, often stepping in at short notice, leading new initiatives like the garden project, and offering emotional support to those who need it most. Her positivity and leadership inspire others and strengthen the entire community.

 **Helpful Words to Use**

Positive traits: kind, dependable, creative, determined, selfless, encouraging

Action words: supports, leads, organises, mentors, inspires, creates

Impact words: improved wellbeing, reduced loneliness, built confidence, made a difference

**If you have any questions or require any information, please feel free to contact team at TVA on 01495 365610 or email communications@tvawales.org.uk**