**AMBASSADOR’S AWARDS**

**NOMINATION FORM 2019**

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| --- | --- |
| 1. ***Category (tick as applicable)***
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| *Person of the Year (30yrs and above)**[ ]*  | *Young Person of the Year (under 30yrs)**[ ]*  |
| 1. ***Name of nominee***
 | 1. ***Nominee’s nationality***
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|  |  |
| 1. ***Nominee’s approximate age (Young Person of the Year only)***
 | 1. ***Nominee’s job title and place of employment or study***
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|  |  |
| 1. ***Nominee’s address, telephone number and email***
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|  |
| 1. ***Reasons for nomination (see guidance overleaf) – Max 200 words. Please do not expand this box.***
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| --- | --- |
| 1. **Your name, telephone number and email**
 | 1. **Your relationship to the nominee**
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|  |  |
| 1. **Name, address, telephone number and email of someone who can support this nomination.**
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Please email this completed form to: thuy.do@fco.gov.uk by Sunday 7 April 2019.

**GUIDANCE ON COMPLETING THIS FORM**

1. **Category**

You can nominate anyone, who with their activities contributed to public welfare, in the category of Person of the Year or Young Person of the Year. If submitting an application for Young Person of the Year, the nominee should be aged 29 years or below at the date of submission.

1. **Name of Nominee**

Please supply the full name of the person you are nominating, including their title. Their first name should come before their family name.

1. **Nominee’s Nationality**

If known, please include the nominee’s nationality.

1. **Nominee’s approximate age**

This is only applicable if submitting a nomination for Young Person of the Year.

1. **Nominee’s job title and place of employment or study**

If known, please include the nominee’s job title and place of employment or study.

1. **Nominee’s address, telephone number and email**

Please provide as much information as possible so we can contact the nominee if they are shortlisted.

1. **Reason for nomination**

Please give a description with examples setting out precisely what the candidate has done that is exceptional, excellent, meritorious and what specifically makes them worthy of recognition by means of British Ambassador’s Award. Include for how long they have been, or were, performing these services, and whether this was paid or unpaid.

It is important to describe the impact and the difference the candidate’s contribution has made in a particular field, locality or community, as well as detailing any challenges or difficulties faced. Please describe why the nominee is special, what makes the candidate stand out from others doing similar work and how they are regarded by their peers.

It is important to realise that the award will not be automatically recommended following a nomination. Nominations are open to anyone. We focus on activities which contribute to common Czech-British values, such as equality and the environment. We also pay special attention to individuals working with youth, minorities or disabled persons, contributing to Czech-British cultural exchange or local communities. The examples must be recent, with evidence of recent sustained service or achievement.

1. **Your name, telephone number and email**

Please provide your contact information so that we can approach you if your candidate is shortlisted.

1. **Your relationship to the nominee**

Clarify what is your relationship to your proposed candidate.

1. **Name, address, telephone number and email of someone who can support this nomination.**

In order for us to consider the nomination we need at least two recommendations from persons well acquainted with the nominee and their work.

 The deadline for submitting a nomination is **Sunday 7th of April 2019**. There will be one main winner and two runner-ups in both categories (six people in total will be awarded). The winner will be announced in the Ambassador’s residence on 25th of April 2019.