



# Heart of Salford



## Guidance notes



We have been celebrating the Heart of Salford awards since 2003. This is an extra special year, as 2026 marks 100 years since Salford was officially granted city status by a Royal Charter by King George V ([www.salford100.org.uk](http://www.salford100.org.uk)). In that time, we've seen remarkable acts of volunteering and voluntary action in Salford.

## Eligibility

### For organisation categories:

The awards are open to organisations:

- ♥ Whose activities benefit local people
- ♥ Who are not-for-profit groups that operate in Salford

### For volunteering categories:

The awards are open to people who:

- ♥ Reside in the City of Salford
- ♥ Volunteer for an organisation that benefits the people of Salford



## Choose your categories:

Please read through the descriptions of all the categories before deciding on your nominations.

## Volunteering categories:

### Volunteer of the Year award

This award recognises the dedication and contribution a volunteer has made to a community in Salford. This award aims to recognise an outstanding volunteering contribution to our city.

### Young Volunteer of the Year Award (under 25)

This award is open to young volunteers who have made a positive difference to the lives of others through volunteering in Salford.

### Heart of the Community long-service award

This award recognises volunteers who have dedicated a significant number of years to volunteering in Salford and whose consistent contribution has made a lasting impact.

### Volunteering Team of the Year Award

This award recognises the combined contribution of a volunteering team and the positive impact they have made to their organisation and the communities of Salford.



## Community Champion of the Year (Centenary edition)

This award recognises the difference a Community Champion makes to a cause or community in Salford. We especially want to recognise their importance in Salford's centenary year (Salford 100: Home).

NB - a Community Champion is someone who takes action or raises awareness to address challenges or provide activities in their community or neighbourhood. Their action is self-organised (not on behalf of an organisation). Examples of what a Community Champion may do include: fundraising for a particular cause, improving their local area by doing litter picks, organising neighbourhood watch schemes or promoting health and wellbeing messages through their existing networks.



## Individuals and organisations:

### Equalities Champion

This award recognises individuals or organisations that have made a significant difference in advancing equity and inclusion and tackling discrimination. This category is open to volunteers, paid staff and organisations.

## Organisation categories:

You can nominate a VCSE\* group or organisation in one category.

### VCSE Organisation of the Year (large)

Open to larger VCSE organisations (with a turnover of **over** £100,000) who are making a real difference in Salford.

### VCSE Organisation of the Year (small)

Open to smaller VCSE organisations (with a turnover of **under** £100,000) who are making a real difference in Salford.

\*When we talk about the VCSE sector we mean voluntary organisations, community groups, charities, the community work of faith organisations, and those social enterprises and community interest companies where there is a wider accountability to the public via a board of trustees or a membership and where any profits are reinvested in their social purpose.





# How to complete your nominations:

When thinking about what to include in your nominations, remember a few basics:

- **Please only make one nomination per group or individual in a category** - multiple nominations **will not** help them be shortlisted and we only submit one nomination to the panel of judges. Please coordinate your nomination if more than one of you wants to submit.
- Provide **full contact info** as requested for you and your nominee
- **The content of the nomination you submit will be used in the awards brochure if shortlisted** - please make sure you can share the info you submit
- Nominations will be shortlisted by an **independent panel of judges**
- Everyone nominated will receive a **certificate** in the post

## What happens if you are shortlisted?

You will be contacted if you are shortlisted at the end of April.

It is essential we make a film of your nomination for the event and all films will be made by Salford CVS to ensure it is fair - please help us book in filming ASAP if you are shortlisted.

- All **shortlisted nominees will be invited to attend the ceremony** and will be asked to come to the stage to receive a certificate
- We will make a **short one-minute film of each shortlisted nominee**. We will make this for you from short interviews face-to-face, ideally at your organisation or at Salford CVS. We will add in any photos you have to add context.
- **Attendees at the ceremony will vote** for the winners in each category. The film will be shown.



## Photographic and film consent

Photographs will be taken throughout the awards and may be used for press releases and other promotional material. You must declare at the event if you do not wish to be included in photos. Shortlisted nominees will have a short, one-minute film - please make sure any photos we are sent to add to the films have consent to be used on our website and YouTube channel.





## Why are you nominating them?

Please write 200 words for each question, as stated in the application form. This text will be used in the judging pack and also in the brochure if shortlisted.

## Why do you think they deserve to win?

Tell us about the person, team or organisation you are nominating.

- How long have they been volunteering and how have they made a difference?
- Why does their volunteering really stand out?
- Who has benefited from what they have done?

## What happens next?

- The closing date for all nominations is **Friday 27th March 2026**
- Only shortlisted nominees will be invited to attend the awards. The nominators of those shortlisted will also be invited.
- Invitations will be sent out week commencing **27th April 2026**
- The Awards take place on the afternoon of **Wednesday 3rd June 2026** at Buile Hill Hall
- Nominators and nominees must both confirm their attendance by completing the booking form on the invitation, no later than Friday 8th May 2026.
- There will be a place for shortlisted nominees and their nominator. For the Volunteering Team of the Year award there will be three places allocated for representatives of the team plus their nominator.

## How we use the information you give us

We ask for the nominee and nominators contact information so that we can contact you with any queries regarding your nomination and to invite you to the awards ceremony. Salford CVS will not share this contact information with anyone external to our organisation. The nominees name and information provided under 'Judging details' will be shared with the panel of judges, including individuals who are external to our organisation.



**For more information:**

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