



Please read the Awards' Guidance Notes before completing this form and sign the form at the end.

Part 1: Contact Details

A: The Project

Project title	
Contact name	
Job title	
Organisation	
Address	
Town / city	
County	
Postcode	
Daytime telephone	
Mobile number	
E-mail address	

Organisation Type

(please tick as many as appropriate)

- | | |
|--|---|
| <input type="checkbox"/> Education guidance provider | <input type="checkbox"/> Prison |
| <input type="checkbox"/> Further education provider | <input type="checkbox"/> Professional body |
| <input type="checkbox"/> Government organisation | <input type="checkbox"/> School/sixth form college |
| <input type="checkbox"/> Health and social care | <input type="checkbox"/> Training organisation |
| <input type="checkbox"/> Higher education | <input type="checkbox"/> Voluntary and community organisation |
| <input type="checkbox"/> Library | <input type="checkbox"/> Workplace/employer |
| <input type="checkbox"/> Local authority | <input type="checkbox"/> Union (please state) _____ |
| <input type="checkbox"/> Museum/gallery/archive | |
| <input type="checkbox"/> Online learning provider | <input type="checkbox"/> Other (please state) _____ |
| <input type="checkbox"/> Press/media | |

B: Publicity Information

Adult Learners' Week Award Winners generate media interest. If your organisation has a press, PR or marketing department please give details below.

Name	
E-mail address	
Daytime telephone	
Mobile number	

Where did you hear about Adult Learners' Week?

- | | |
|------------------------------------|---|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Leaflet/poster |
| <input type="checkbox"/> Radio | <input type="checkbox"/> Other (please state) _____ |
| <input type="checkbox"/> Website | |

Part 2: The Project

Please answer the following questions about your project.

How many learners did you engage in

2007 _____ 2008 _____ 2009 _____

Does your project offer qualifications?

- Yes No

How many learners achieved qualifications in

2007 _____ 2008 _____ 2009 _____

Were the learners' qualifications awarded by any of the following? (please tick as many as appropriate)

- | | |
|---|---|
| <input type="checkbox"/> City and Guilds | <input type="checkbox"/> NFWI |
| <input type="checkbox"/> Edexcel | <input type="checkbox"/> OCN |
| <input type="checkbox"/> FE College | <input type="checkbox"/> OCR |
| <input type="checkbox"/> Foundation Degree | <input type="checkbox"/> Open University |
| <input type="checkbox"/> Higher education institute | <input type="checkbox"/> Other (please state) _____ |
| <input type="checkbox"/> NCFE | |

For internal use only

EA	SE	ESF				Date Received	Ref No:
EM	SW	BBC					
LO	WM	MLA					
NE	YH	TF					
NW		NOCN					

Part 2: The Project (continued)

Please tell us about your project's aims, objectives and key activities with particular reference to learning.

Please tell us what has been remarkable about the achievements of your learners and the progression they have made.

Ref No:

How do you monitor and evaluate the success of your project and what are you doing to ensure your project continues to run in the future?

What progression routes do you offer your learners?

Part 3: Learner's Journey

NIACE values the learner's voice within projects. If you have a learner who would like to tell us about your project and how it has been valuable to their learning experience please ask them to complete this section.

Please describe the difference learning with this project has made to your life.

Ref No:

Part 4: Additional Awards

To be completed by the nominator.

Your nomination may be eligible for an additional award. Please tick below if applicable.

European Social Fund

If your nominee's learning has been funded in any way by the European Social Fund (ESF) please tick the box and complete this section to be considered for this category.

Name of training provider:

Name of ESF project/learning programme:

Period that the project is being part funded by ESF:

From: _____ To: _____

If the project is ESF co-financed please give the name of the co-financing organisation (CFO) e.g DWP, Learning and Skills Council or other:

Contact details for the CFO/ESF Manager:

If the project is part funded by ESF but not through a co-financing organisation please specify the organisation:

Name of your (regional) Government Office ESF Contact:

Intergenerational Award (sponsored by MLA)

This award recognises intergenerational learning in the Museums, Libraries and Archives sector.

Digital Participation Award (sponsored by BBC)

This award recognises learning where the use of new technology and/or broadcasting has been central to learning opportunities.

Outstanding Achievement Award (sponsored by NOCN)

This award recognises and celebrates outstanding learning on an OCN programme.

Part 5: Declaration

Private Information

If anything has been written about you on this form that you do not wish to be made public please let us know here.

The Adult Learners' Week Awards support NIACE's Equal Opportunities and Data Protection Policies. For further information, please visit www.niace.org.uk

To be completed by a learner from the project (If Part 3 has been completed)

I confirm that the information supplied in this form is correct to the best of my knowledge and that the statements are true and accurate.

Name of Learner

Signature of Learner

Date

I would like to be kept informed of NIACE activities.

To be completed by the nominator

I confirm that the information supplied in this form is correct to the best of my knowledge and that the statements are true and accurate. I wish for this project to be nominated for an Adult Learners' Week Award and agree to my name and other information contained in this form to be passed on to third parties, including the press and media, for publicity purposes.

Signature of Nominator

Date

I would like to be kept informed of NIACE activities.

As part of the Learning Revolution White Paper, NIACE will be launching a Community Learning Champions programme. If you would like to be involved or would like more information on the programme in your area, please tick here.

Please send completed forms to: Adult Learners' Week Awards, Campaigns and Promotions, NIACE, 21 De Montfort St, Leicester, LE1 7GE
Please note that the deadline for receipt of application forms is 5pm FRIDAY 29 JANUARY 2010.

Ref No:

co-ordinated by:



Supported by:

