

## Top Tips - Community Sport and Recreation Awards

Here are a few tips to help you with your entry. There isn't a secret formula that will guarantee success, but we have created few hints that we hope will make the process a little easier for you. Heck, we know entering awards can be time consuming so give these tips a glance and then give it a go.

We have made it easier this year with our online entry form.

- All entries require a written submission, but don't worry, answers can be given in bullet format. And just remember, this is your chance to showcase your good work – so make sure it reflects the very best of what you do.
- Space is limited (only 500 words per question) so be concise and focus on the key information that will make your entry stand out. You can use links to your website or video to support your entry, but make sure your written evidence gives our judges all they need to know.
- Rules are rules so remember, any words that exceed the 500-word limit will not be considered for that question.
- Remember to provide tangible evidence of the impact you are making. Give us statistics, anecdotes, facts and figures to demonstrate your success.
- Our judges will be looking to reward recent success and expect to see evidence relating to your achievements from the past year (Sep 17- Nov 18). But keep in mind that the programme/project/initiative does not necessarily need to be 'new' or 'recent' - just make sure the successes outlined within your entry fall within these dates.
- Going above and beyond is what it is all about. Think about what makes your programme/project/initiative stand out from the crowd and then tell us about it. We want to celebrate grassroots excellence and innovation – make sure you highlight that.
- A fresh pair of eyes can make all the difference. Get someone who hasn't really been involved – do they get what makes your programme/project/initiative so darn good by reading your entry?

### Struggling to know which category to enter?

You'll find a full list of award categories, definitions and criteria on our [here](#). Think your programme/project/initiative is eligible to enter more than one category? Go ahead - we like ambition, but just make sure your entry clearly supports the category you are entering as the same exact entry across different categories may not cut it.

Something else to keep in mind, you are unlikely to win more than one category – so think carefully about how you spend your time and choose only those categories where you have a real shot at winning.

If you need any help with this just drop us a line at [awards@sportandrecreation.org.uk](mailto:awards@sportandrecreation.org.uk)

Don't forget to shout publicly about all your good work on social – just use **#GrassrootsAwards** to make sure the competition knows what they are up against. This also helps raise your profile, helps you with future funding, and all that good stuff.

And don't forget to follow us @sportrectweets and sign up to our [newsletter](#). This is where we tell you all sorts of good stuff like where to find volunteers, how get the best from your board/committees, and other important stuff you need to know.

**Closing date for entries is Sunday 18 November 2018.**