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## **ARTHUR VENN FUNDRAISER OF THE YEAR**

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Nomination Guide





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## About the Award

The FIA Awards for Excellence in Fundraising are a key component of Fundraising Institute Australia's commitment to champion best practice in fundraising.

The Awards recognise the outstanding initiatives and innovative efforts of fundraisers, volunteers and organisations. They celebrate the hard work and successes across the year, provide an opportunity for acknowledgement by your peers, and promote the role of fundraising in improving our society.

## Arthur Venn Fundraiser of the Year

The Arthur Venn Fundraiser of the Year Award rewards a fundraiser who has made an outstanding contribution to fundraising in Australia. The fundraiser should have shown consistent excellence and best practice through their actions, leadership and intellect.

## Award Requirements

- The nominator and award nominee must be members of FIA who have a current full individual or organisational membership held for a 12 month period.
- A current EMFIA, FFIA credential is required by the nominee.
- A CFRE credential is highly regarded.
- The nominee must have made a significant contribution to the sector.

## How to Enter:

**Step 1:** Complete Submission form (*please see link below*)

**Step 2:** Complete Metrics (*only needed for organisation awards categories*)

**Step 3:** Click [here](#) to submit online nomination form, and upload submission with supporting documents.

## Nomination Form

You will need to fill in the following [submission form](#).

Please see the next page for a list of information you will need to prepare and questions you will need to answer in order to complete the nomination form. All questions listed require answers.

The cost to submit your nomination is \$100 inc gst.

Applications close on Monday 10 September, 2018.



## Need help?

If you need assistance with your nomination, please contact FIA on 1300 889 670, or email [training@fia.org.au](mailto:training@fia.org.au)

## Nomination Form Questions

### NOMINEE DETAILS

- Full name
- Position
- Organisation
- Phone
- Email Address
- Membership Status
- EMFIA, FFIA
- CFRE (if applicable)
- Length of service as a professional fundraiser (years)

### FORM/NOMINATOR CONTACT DETAILS

- Full Name
- Position
- Organisation
- Phone
- Email Address
- Membership Status

### REFEREE DETAILS

- Full name
- Position
- Organisation
- Phone number and email address
- Referees will be contacted at the discretion of the judges.

### JUDGING CRITERIA AND WEIGHTING

- Biography



Details of nominated fundraiser's work in the sector including significant fundraising achievements of their career to date.

**Points available 20/100**

- **Professional development attended**

List of courses attended and detail on how this professional development has contributed to the nominated fundraiser's career and to the profession of fundraising.

**Points available 10/100**

- **Professional development presented**

List of published articles, courses presented or where the nominee has assisted with delivery. Detail how this has contributed to the nominated fundraiser's career and to the profession of fundraising.

**Points available 20/100**

- **Service to FIA**

Please provide brief details about the nominee's service to FIA through engagement with various committees on either a State or National level.

**Points available 15/100**

- **Service in or to the profession and the community**

Detail of voluntary service to the sector which could include: advocacy for the fundraising profession within the broader community; professional service to fundraising through other organisations; mentoring, volunteer work or service to the community outside of their normal occupation; fundraising advocacy to the government, and any research conducted or publications authored that are relevant to the non-profit sector.

**Points available 15/100**

- **Summary of award nomination**

Provide a summary of the award nomination, including why the nominee should win this award including examples of how the nominee has shown consistent excellence and best practice through their actions, leadership and intellect.

**Points available 10/100**



## SUPPORTING DOCUMENTS

- A **referral letter** from the nominees referee detailed above. The referral letter must include evidence that the fundraiser has shown consistent excellence and best practice through their actions, leadership and intellect.

**Points available 10/100**

- A maximum of three pieces of supporting material for your submission.
- A video, audio, Powerpoint presentation or other media suitable for showing at FIA's Conference Gala Awards Dinner. This could be one of the three pieces of supporting material or an additional piece.
- The logo of the organisation the nominee represents (high res EPS or JPG minimum 600dpi).
- At least two images suitable for the 2019 Awards publication.

Please note that these materials may be used in Powerpoint presentations and other published materials related to the Awards. FIA reserves the right to reproduce entries in all FIA publications and in other promotional materials, including the FIA website and media releases.

## Terms and Conditions of Entry

1. Organisations submitting an entry must employ at least one current individual member of FIA (minimum MFIA). Alternatively, the submitting organisation or consultancy must be an organisational member of FIA.
2. If the entry is being submitted by a consultant the CEO/Financial Controller/or equivalent of the submitting charity must endorse the entry form.
3. Payment of the entry fee must be included with this submission. Submissions will not be considered complete unless this is included.
4. No alterations to entries will be permitted after the closing date.
5. Entries will not be accepted unless they are complete and submitted according to guidelines.
6. FIA reserves the right to use any/all submission material entered for promotion of the Awards. FIA may use aggregated data for purposes of research on fundraising benchmarks.
7. Under no circumstances shall FIA be held responsible for the payment of any royalties or other charges for the use of materials provided in support of the awards. All entries become the property of the FIA on submission.
8. Judges reserve the right to withhold awards at their discretion if entries received are not meritorious. The decision of the judges will be final and no correspondence will



be entered into. FIA accepts no responsibility or liability for any loss of commercial privilege or any other thing which constitutes loss or damage as a result of an entry in the FIA Awards for Excellence in Fundraising.