



---

# **ARTHUR VENN LIFETIME ACHIEVEMENT AWARD**

---

Nomination Guide





# NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

## Contents

Contents .....	- 2 -
About the Award .....	- 3 -
Arthur Venn Lifetime Achievement Award.....	- 3 -
Award Requirements .....	- 3 -
Need help? .....	- 4 -
Nomination Form Questions .....	- 4 -
Judging Criteria and Weighting .....	- 5 -
Terms and Conditions of Entry .....	- 7 -
Individual Awards – Arthur Venn Lifetime Achievement Checklist.....	- 8 -



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### 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 Lifetime Achievement Award

The Arthur Venn Lifetime Achievement Award recognises an FIA Member who has made an outstanding contribution to FIA and the fundraising sector in Australia. The fundraiser should have shown consistent excellence and best practice through their actions, leadership and intellect.

### Award Requirements

- The nominator must be a member of FIA who has a current full professional or organisational membership (nominated or additional staff) held for a 12-month period.
- The nominee must be at least an EMFIA or FFIA credential who has held a current full professional or organisational membership (nominated or additional staff) held for a 10-year period.
- A CFRE credential is highly regarded.
- The nominee must have made a significant contribution to the sector.

### How to Enter:

Complete the online submission form [here](#) and upload supporting documentation as required.

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.

There is no charge for entries in 2024.

**Applications close on Friday 1 September 2023.**



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### 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) or visit our website [www.fiaawards.org.au](http://www.fiaawards.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)

#### NOMINATOR CONTACT DETAILS

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

#### REFEREE DETAILS

- Full Name
- Position
- Organisation
- Phone Number
- 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**



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

- **Summary of award nomination**
  - Provide a summary of the award nomination, including why the nominee should win this award. Include examples of how the nominee has shown consistent excellence and best practice through their actions, leadership and intellect.
  - Please provide a short (approx. 1-3 min) video telling us why the nominee should win this award. This can be a simple video filmed on your phone. The quality of the production will not be considered in the judging process – it’s about the story you tell. To see examples of some videos the judges have rated highly in the past, visit [#TopTips](#) | [FIA Awards](#)

**Points available 10/100**

### SUPPORTING DOCUMENTS

- A **referral letter** from the nominee’s referee. 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**

- Two or three pieces of supporting material. At least one must be an image of the nominee suitable for the 2024 Awards publication. Others could include video, audio, PowerPoint presentation or other media

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.



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### **Terms and Conditions of Entry**

1. The nominator must be a member of FIA who has a current full professional or organisational membership (nominated or additional staff) held for a 12-month period.
2. The nominee must be a member of FIA who has a current full professional or organisational membership (nominated or additional staff) held for a 10-year period.
3. No alterations to entries will be permitted after the closing date, Friday 1 September 2023.
4. Entries will not be accepted unless they are complete and submitted according to guidelines.
5. 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.
6. 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.
7. 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.



## NATIONAL AWARDS FOR EXCELLENCE IN FUNDRAISING

### Individual Awards – Arthur Venn Lifetime Achievement Checklist

#### Pre-application

- Has the nominator been FIA Organisational (nominated or additional staff) or Professional Member for the past 12 months?
- Is the nominee EMFIA or FFIA?
- Has the nominee held a current full professional or organisational membership (nominated or additional staff) for a 10-year period?
- Have you reached out to the FIA, the nominee's colleagues, or asked the nominee to see their CV, in order to make sure you know their key achievements, their professional development and conference attendance history, and how to showcase them in the application?

#### Application submission

- Have you answered **all questions**?
- Have you made sure **your answers are effective** and:
  - Answer the question directly by relating each response to the specific criteria set out in that question?
  - Have been reviewed by someone external to check if the context of your answers makes sense – do they make sense to someone not close to you?
  - Repeat the key information when necessary – don't be afraid to say the important things a couple of times to reiterate their significance!
- Have you submitted **all supporting materials**:
  - Two or three pieces of **supporting material**. At least one must be an image of the nominee suitable for the 2024 Awards publication. Others could include video, audio, PowerPoint presentation or other media
  - A **referral letter** from the nominee's referee. The referral letter must include evidence that the fundraiser has shown consistent excellence and best practice through their actions, leadership and intellect
- Have you submitted a **video with a link that works** / is up to date? This is a key part of a successful submission – use it to enhance your entry by providing additional information, perspective and/or storytelling.
- Have you submitted the **online application form**?