

# Queens Award for Voluntary Service

Briefings



## What is a QAVS

- ▶ Introduced to commemorate the Queen's Golden Jubilee.
- ▶ Highest award given to Voluntary groups in the UK.
- ▶ Often described as “the MBE for Voluntary groups”.



# Group Eligibility

- ▶ Volunteer-led.
- ▶ At least 3 people, more than half of whom are volunteers.
- ▶ More than half must reside in the UK.
- ▶ Provides a specific service or benefit in a local area.
- ▶ UK-based (although its work can be overseas).
- ▶ Operating at a high standard for at least 3 years.
- ▶ Not solely engaged in fundraising\*\*
- ▶ Meets requirements for the safeguarding of children and vulnerable adults
- ▶ Need not be a registered charity. CICs are eligible.
- ▶ Must have relevant insurances in place (eg., public liability).



# Fundraising\*\*

Groups that raise funds may be eligible if:

- Work extends beyond fundraising and...
- It focuses on events or local activities rather than just asking for a donation and...
- Provides benefit to the local community.



# QAVS: Process

- ▶ Organisations cannot nominate themselves but a beneficiary of the group's work can. Nominations are not accepted from staff members/volunteers.
- ▶ May be made online <https://qavs.culture.gov.uk> but we offer the opportunity for submission through the Shirehall and are happy to assist with advice on completion of the nomination form. Deadline is usually in September
- ▶ The nomination has to be accompanied by two letters of support from people independent of the group.
- ▶ Provided the nomination is judged eligible, the nomination is sent to the Lieutenancy for assessment to be conducted through November and December.



# Nomination form

- ▶ Name of Group nominated.
- ▶ What is the work of the group?
- ▶ What makes their work excellent?
- ▶ Group leader's contact details, position and length of service; how long has the group been operating.
- ▶ Is the group a branch of, or affiliated to, a larger or National organisation?
- ▶ Number of volunteers/number of paid staff?
- ▶ Where do beneficiaries live?
- ▶ Do at least half of volunteers have right of residence in the UK?
- ▶ Describe group's volunteers.



# Nomination form (cont)

- ▶ Who benefits from the group's work?
- ▶ How many people have benefitted from the work of the group in last 12 months- Importance of metrics?
- ▶ Has the group's contribution been recognised elsewhere?
- ▶ How has the group achieved, or how is it moving towards achieving, some or all of the examples of high standards of excellence in volunteering?
- ▶ What social/economic/environmental need is the group meeting for individuals, groups or the whole community-give examples?
- ▶ How has the group generated a high level of goodwill and respect among those it serves and the whole community-examples?
- ▶ Significant obstacles: have there been any and how has the group overcome them?



# Letters of support

- ▶ Two are required.
- ▶ They must accompany nomination form.
- ▶ They must be provided by people independent of the group/organisation.

## Letters should state:

- ▶ The impact of the group on the local community.
- ▶ What the volunteers do and why they are special.
- ▶ Relationship of the author to the group - for example beneficiary or professional observer.
- ▶ Reason for the endorsement.



# Timescales

- ▶ Nominations and letters of support must be received in London: (usually in September )
- ▶ Eligibility checks then conducted in London.
- ▶ The Lieutenancy is advised and assessments are requested.
- ▶ Assessments will be undertaken by DLs from October and submitted early January
- ▶ Formal announcements of winners is made on 2<sup>nd</sup> June. Group leaders will have been notified a little earlier with a request for absolute confidentiality.



# Awards

- ▶ Presentation of Certificate and Crystal award is usually made in July/August by and on a date agreed with our Lord-Lieutenant.
- ▶ Recipient groups organise and fund their own events.



# Questions ?

- ▶ Further information <https://qavs.culture.gov.uk>
- ▶ Local contacts

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