

**DAL ATI I DDYSGU | NEVER STOP LEARNING**



## How to make your nomination stand out



**The Inspire! Awards are organised by Learning and Work Institute in partnership with the Welsh Government and other partners.**

We welcome nominations for people and community projects who have experienced the transformational power of learning. This guide offers practical steps on how to:

- Navigate the submission process.
- Craft a stand-out nomination that captures your nominee's story.

*This document is available in Welsh*



## Where to start: Accessing the documents you need to make a nomination

### Eligibility & Criteria Guidance:

Before you begin, we recommend reviewing our Eligibility & Criteria Guidance. This ensures your nominee meets the requirements for their category and helps you tailor your answers to what the judges are looking for. Please ensure your nominee is aware of their entry; they will be required to sign a formal statement to confirm they are happy to be nominated.

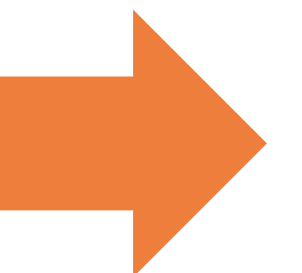
**[Download the Guidance document](#)**.

### Choose your preferred method to submit your nomination:

To submit your nomination, you may either use our **[Online Nomination Link](#)** or complete the **[Word-based Electronic Form](#)** and return it via email: [inspire@learningandwork.org.uk](mailto:inspire@learningandwork.org.uk).

**Optional:** You are welcome to submit your statements via a short video or film. This is a fantastic way to visually capture a nominee's story. If you choose this option, please ensure you still provide all necessary contact details for both the nominator and nominee so we can follow up with you.

**Closing date for nominations: Friday 8 May 2026.**

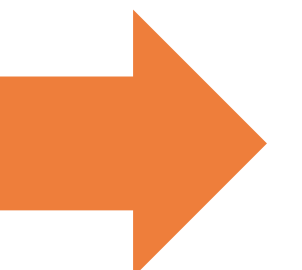




## Craft a stand-out nomination that captures your nominee's story.

Whether you are highlighting a learner's achievements or a project's success, use these tips to ensure your nomination tells a powerful story.

- **Complete both statements:** To give the nomination the best possible chance, please ensure both statements are submitted. The Nominator Statement is your chance to shine a light on the nominee, and the Nominee Statement allows the learner or project team to share the journey in their own words.
- **Share real-life examples:** We want to see the "transformational power" of learning in action. Instead of just saying a learner was dedicated or a project was successful, show us how they got there. Share key milestones, specific data or metrics that shows the effort involved and the tangible achievements reached.
- **Paint a full picture:** To help the judges understand the journey, explain the background of the learner or project, the specific skills gained, the barriers overcome, and the wider impact made on lives or the community. If you are nominating a learner, tell us about their character and personal strengths that have helped them succeed and inspire those around them.

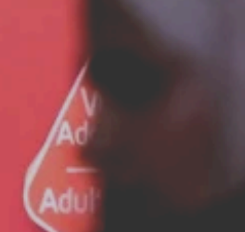
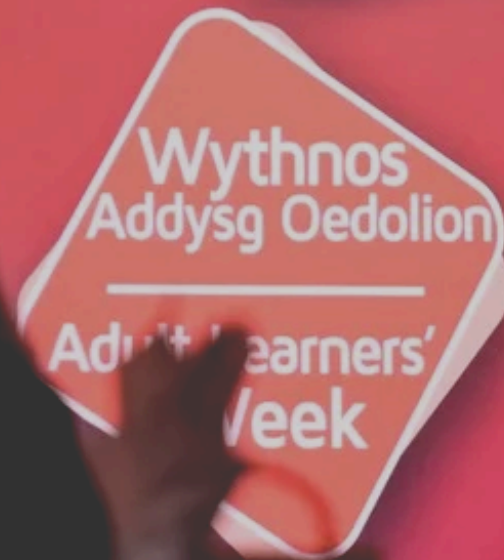
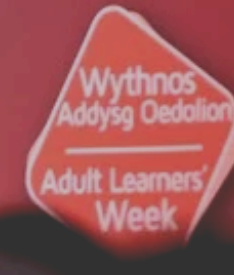
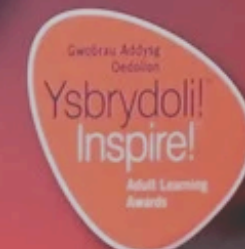
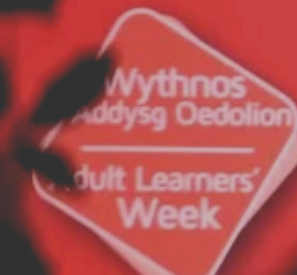
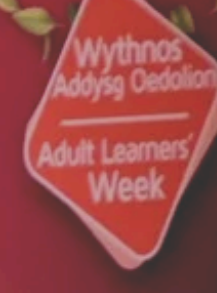
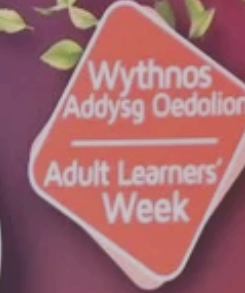
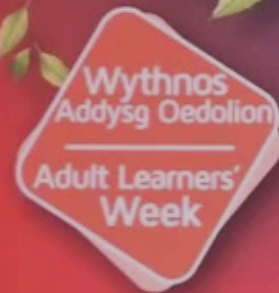
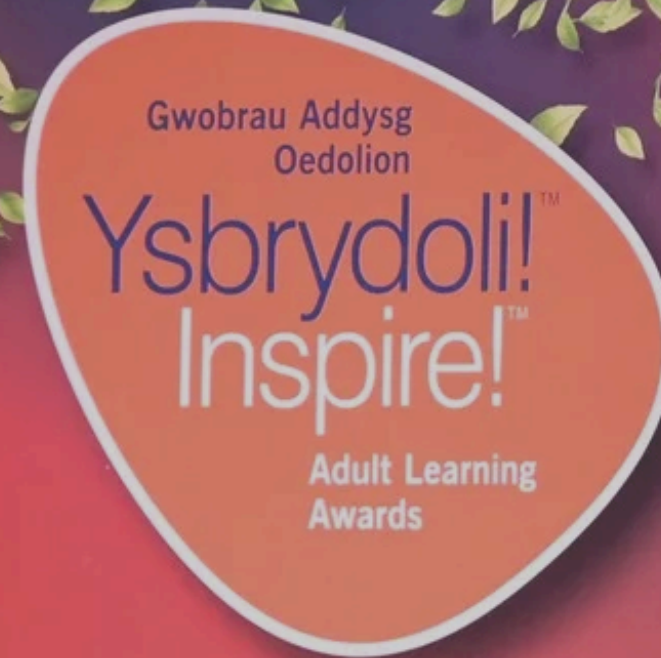




- **Make every word count:** Use the space provided to give us clear, punchy details about the journey. Structure your response with bullet points or short paragraphs to make the key achievements easy to spot. Whether describing an individual's growth or a project's success, this is your chance to show the judges exactly why your nominee stands out and why they deserve to win an award.
- **Additional tips for a project nomination:** If you are nominating a project, tell us how it started, who it reached, and the meaningful outcomes achieved. We also welcome learner testimonials for authentic insight into the project's success.
- **Supporting information:** You are welcome to **send us** brief, relevant extras to help bring their story to life - this could be a website link, photographs, a news article, or a kind letter of support.
- **Writing the Nominee Statement:** Whether you are an individual learner or part of a project team, use this space to tell your story in your own words. Focus on the personal impact of the journey: tell us about the new skills you've gained, the confidence you've built, what this achievement means to you, and what's next in your learning journey.
- **A final look:** Before you hit submit, take a moment to double-check that the information is accurate and follows the official guidance. This ensures your nominee gets the best possible start in the awards process.



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Get in touch

If you need any support with your submission or have questions about the Inspire! Awards, please reach out to the team at: [inspire@learningandwork.org.uk](mailto:inspire@learningandwork.org.uk).

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