

# SERVING THE COMMUNITY AWARDS 2025

## Nominate a church that has been serving its community

We are looking for churches that continue to meet the needs of their local community through harnessing the energy, commitment and skills of church members and volunteers.

### Assessment criteria

- The church has identified needs in the local community
- The church is making a difference in the community and has an impact on the life of local people
- The work of the church could be an inspiration for other churches, even those with limited resources.

### Who can nominate?

Anyone who recognises the value of the work undertaken by a Congregational Federation church. This could be, but not limited to: **a church member, the minister, someone from the local community, area worker or another church.**

### How to nominate

#### Step one

Before completing your nomination, you need to talk to the relevant people at the church and let them know your intentions. They will be able to provide you with more details for your nomination.

#### Step two

Complete the details in the nomination form and sign and return before the closing date Monday 3rd March 2025 or complete online at [www.congregational.org.uk/awards](http://www.congregational.org.uk/awards)

Awards will be presented during the Congregational Federation Assembly to be held in the Nottingham Trent University on Saturday 10th May 2025



sponsored by

**Congregational**



Congregational  
Federation

## Award Guidelines

1. Churches which received a Serving the Community Award within the past 3 years are not eligible for entry in this year's programme.
2. To be eligible, a church must be a member of the Congregational Federation and hold a current Safeguarding Certificate.
3. Nominations must be received by 12.00pm on Monday 3<sup>rd</sup> March 2025.
4. A selection committee will draw up a short list. These churches will receive a visit from a member of the selection committee, following which the committee normally will select up to two churches to go forward for an award. The selection committees' decision is final, and the selected churches will be advised week commencing 5<sup>th</sup> March. The committee reserves the right to select the number of nominations appropriate, if in their opinion, these guidelines are not met, or nominations are not of the required standard.
5. Winners must agree to a short film about the work of their church being produced between 25 March and 21 April 2025. All shortlisted churches must agree that they will take all necessary steps to protect vulnerable persons, including children, and will obtain the necessary approvals and written consents:
  - i. for filming taking place at their premises;
  - ii. for photographs to be taken of the project;
  - iii. from parents or guardians of any vulnerable persons including children likely to be featured in the films or any promotional material.
6. The promoter of the Awards is the 'Congregational Federation' (registered office is 8 Castle Gate, Nottingham, NG1 7AS) and sponsor of the awards is 'Congregational' ('Congregational' is a trading name of Integra Insurance Solutions Ltd. Registered office: Currer House, Currer Street, Bradford BD1 5BA. Registered in England and Wales Registered number 06760260).
7. The copyright and other intellectual property rights of all material brought into existence in connection with the Serving the Community Awards 2025 are the property of Integra Insurance Solutions Ltd. This includes, but is not limited to, films made of shortlisted entrants, all photographs and material appearing on the Congregational Federation website ([www.congregational.org.uk](http://www.congregational.org.uk)) and Congregational website ([www.congregational.co.uk](http://www.congregational.co.uk)).
8. Winners must agree to send up to 2 representatives to attend the Award Ceremony, which will take place at a time to be announced during the Assembly of the Congregational Federation to be held at the Nottingham Trent University on Saturday 10 May 2025.
9. As a condition of winning an award, nominated churches must agree to any reasonable requests on the part of 'Congregational' to participate in any promotional events connected with the Awards such as interviews or photographs.
10. The Awards will be up to £3,000 to the churches selected. This will be the final amount payable notwithstanding that there may be numerous than 2 churches shortlisted for the final judging. The amounts awarded to each of the winners will be at the sole discretion of the judges.
11. The 'Congregational Federation' and 'Congregational' reserve the right to amend the award guidelines as circumstances may require from time to time without giving prior notice.
12. Information and data provided by nominees or churches whether 'personal' or 'non personal' will be held for up to 3 years by the 'Congregational Federation'. This information will be shared with 'Congregational' in order to administer the awards and in respect of promotional activities related to the awards only.

## Contact Details

Please complete the appropriate sections and tick the relevant boxes.

You do not have to completely 'fill' all section boxes.

### Church details

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Name and address of the Congregational Federation church you are nominating

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Does the church hold a current Safeguarding Certificate?      Yes       No       Don't know

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### Your details

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What is your connection to the church?

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Your name and correspondence address

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Phone number

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Email address

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## Declaration

By submitting this form, I have the agreement of the church to put forward this nomination for an award.

Signature \_\_\_\_\_

Date \_\_\_\_\_

*The information you supplied is held for that purpose only and will not be shared with any third party. The submission of this form and the information contained therein indicates your acceptance of the Congregational Federation retaining this information where it will be held and processed securely. You can find out more about how we use your data from our "Privacy Notice" which is available from our Congregational Federation Office or the <https://www.congregational.org.uk/cf/privacy-policy> website.*

*You can withdraw or change your consent at any time by contacting the Congregational Federation Office. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where it is required by law, but this will not affect any personal data that has already been processed prior to this point. Data will be stored on a password protected computer or locked filing system and deleted in accordance with guidelines.*

### **Nominations must be received by 12 pm Monday 3<sup>rd</sup> March 2025**

Nomination forms can be completed online at: [www.congregational.org.uk/awards](http://www.congregational.org.uk/awards)

Emailed to: [support@congregational.org.uk](mailto:support@congregational.org.uk)

or posted to: Serving the Community Awards 2025  
The Congregational Federation,  
8 Castle Gate,  
Nottingham  
NG1 7AS