**2018 N-PEACE AWARDS**

**APPLICATION FORM**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SECTION 1 ABOUT YOUR NOMINEE** | | | | | | |
| Name of  Nominee | First name Last (Family name) | | | | Country of Nominated Candidate |  |
| Category  (Select one of the three categories) | Untold  Stories  ❑ | Campaigning  for Action  ❑ | | Peace  Generation  ❑ | Email of Nominee |  |
| Date of Birth |  | Sex | ❑ Male ❑ Female ❑ Other | | Phone Number |  |
| English Proficiency | | ❑ Excellent ❑ Intermediate ❑ Fair ❑ Need Assistance | | | | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SECTION 1 ABOUT YOURSELF AS THE NOMINATOR** | | | | | |
| Your Name | First name Last (Family name) | | | Country of Residence |  |
| E-mail |  | | Phone Number |  | |
| Your Relationship with the Nominee (how do you know them:  family, colleague or friend) | |  | | | |
| In the space below write a profile about the nominee and their work. You should provide examples of their work for peace. You can also attach the nominee profile as a separate document when you email this form. | | | | | |
|  | | | | | |

**IMPORTANT INFORMATION**

**To complete your nomination, you need to:**

1. Fill in this form and email it to [n-peace@undp.org](mailto:n-peace@undp.org):

2. Attach a photo file to the email. The photo needs to be a **headshot** of the nominated candidate. We just require the image to include the candidate's shoulders and head so we can use this during the campaign period of the N-Peace Awards. The photo should be no less than 240KB must not exceed 3MB. The photo should be a JPG or PNG file.

3. If you have supporting documents you would like to include with the nomination (such as a CV or a newspaper article), please also attach them to the emailed nomination.

4. You will receive a confirmation email once your nomination has been received. If you do not receive confirmation please contact [n-peace@undp.org](mailto:n-peace@undp.org).

**Terms and Conditions:**

The N-Peace Awards 2018 is an independent, public, non-monetary award in recognition of local public service selected in agreement with the United Nations Development Programme (UNDP) herein referred to as the 'Partner':

*The Nominators*

* Any person may nominate candidates for any category of the N-Peace Award
* It is the nominator's duty to inform the nominee of their nomination and associated terms before submitting their nomination
* Nominators must provide all relevant and necessary information about the candidate – including adequate information for a biography and an image of the candidate – or the nomination may be rejected
* Self-nominations are not accepted
* **Nominations for an N-Peace Award will be accepted until 30 April 2018**

*The Partner*

* The Partner will contact the nominee for final approval before any names are shared with the public
* The Partner is responsible for receiving the nominations, reviewing them, publishing them and overseeing the voting process
* The Partner reserves the right to review all the nominations received and may refuse to publish nominations that are deemed to be incomplete, inaccurate or which may cause offense to others.
* The Partner is responsible for facilitating and overseeing the process of voting, but cannot be held responsible for the final results.

**The Process**

* Call for nominations: criteria including the countries covered, are shared with the public, and the public is invited to nominate individuals for the awards
* Due diligence and approval of all nominees: all nominees will be reviewed by the Partner to ensure as far as possible
* the statements submitted on the nominees are accurate; and
* each profile of the candidates contributes to fulfilling the aims and the values of the N-Peace Awards
* Final list of approved nominees will be shared with an independent Panel of Judges appointed by the Partner to oversee the N-Peace Awards for 2018
* Online voting: Nominees who meet the criteria will be shared and the public will be invited to vote online. Each e-mail address is allowed one vote
* Decision by the Panel of Judges: the top three nominees who receive the most votes under each category will be shared with the Judges. The Partner will provide the Judges full due diligence reports on the nominees and information on any observations made during the process.
* The Judges are expected to select the awardees under each category that most closely meet the criteria.
* The Judges have the final say in making the decisions about the winners and may decide in circumstances not to make a decision on a category(ies), especially if it is seen that it is against the spirit of the award and may do harm.
* The Partner will be monitoring the voting process and reserves the right to check, verify, and disqualify votes to any nominee’s total tallies where the source is not genuine.
* The Judges and the Partner have the right to withhold information regarding the process and decisions made, especially if it is seen to ‘do harm.’ In exceptional circumstance, if it is seen to ‘do harm’ the Partner may also decide against making a decision on a category.

**The Award**

* All winners will be invited to attend a special event held in early 2019 in association with UNDP. Details to be announced in due course.

**Other conditions**

* Under no circumstances will the N-Peace Award's partners be held liable for any loss or damages incurred as a result of participation in the N-Peace Awards.
* Information submitted as part of the N-Peace Awards is governed by the Creative Commons 3.0 BY License. Under this license, the partners may copy, distribute or transmit the work; adapt the work; and make commercial use of the work.
* Staff members from the partner organization, UNDP, are not eligible to be nominated for an N-Peace Award in any category, but are eligible to nominate candidates for all award categories.