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| BigChange Awards: Big on Inclusion  V 1.0  12 March 2024 |

## Big on Inclusion Award

### Information about the award and nomination process

* The BigChange awards are free to enter
* The 2024 awards are only open to UK based companies and employees
* The Big on Inclusion award is only open to BigChange customers
* Only one application per organisation
* Shortlisted nominees will be invited to a face-to-face discussion
* Finalists will be invited to our end of year Awards party where the winners will be announced.
* All information submitted as part of the award will remain confidential within the judging panel and will be deleted at the end of the judging process
* **Send completed applications forms to** madeleine.taylor-hopps@bigchange.com

### Timescales

* All entries must be submitted by 31 May 2024
* Entries will be shortlisted by 30th June 2024
* Shortlisted candidates will be invited to a face-to-face meeting in July and August 2024
* Finalists will be announced in September 2024
* Awards dinner November 2024

### Criteria for the Big on Inclusion Award

* BigChange is looking for organisations that are committed to improving diversity in their business, particularly, but not exclusively, in their field service teams.
* All aspects of diversity are relevant to this award.
* We will be looking for evidence of supporting diversity in the workplace, outreach programmes, diverse hiring initiatives and flexible working or reasonable adjustments in the workplace
* As well as evidence of existing commitment BigChange will be looking at future plans and how it can work in partnership with the winning business to support these plans.
* Support with an apprenticeship is one option for BigChange’s investment but is not a mandatory part of an eligible plan.

### Details of the award

* BigChange will invest £2000 in the winning organisation’s diversity plan. The award will not be paid in a lump sum, but against receipts for expenses incurred against a pre-arranged scope of activity during 2025.
* The BigChange Chief People Officer will support the winning organisation in its plan, with regular collaborative sessions as required. This will include agreeing changes to the investment as circumstances change.
* BigChange will consider all submissions on their own merit, including support of up to one apprenticeship. However, even in those instances, employment costs will remain the responsibility of the employing organisation, not of BigChange.
* BigChange will share in the generation and execution of PR campaigns to promote diversity in the sector.
* Application for this award will be viewed as consent to consequent publicity.

## Application form

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| **Applicant and company details** | |
| Organisation name |  |
| Name of person leading this application |  |
| Role |  |
| Contact details | Email:  Telephone number: |
| Business Website: |  |
| Name of the HR/People manager supporting the diversity plan (if different from above) |  |
| Contact details: | Email:  Telephone number: |
| **About the organisation** | |
| Please give a brief overview of the organisation including number of employees, etc, and how long it has been running  (up to 200 words). |  |
| How diverse is the organisation currently? How diverse is the field service team? What are the challenges you face? |  |
| What has the organisation done to improve diversity, to date? |  |
| What would the BigChange investment and support enable the organisation to do to improve diversity? |  |
| Do you have apprentices currently? Would having an apprenticeship targeting diversity be of interest to you? |  |
| **Additional information** | |
| Please share any additional information that is relevant to your nomination (up to 100 words). |  |
| How did you hear about the BigChange awards? LinkedIn, word of mouth, from the BigChange team, the BigChange website etc? |  |

* **Please send completed applications forms to**

madeleine.taylor-hopps@bigchange.com

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