



WHO Belfast Healthy Cities Awards 2015

Full Terms and Conditions

1. Organisations should not submit the same application in multiple categories. While it is recognised that there may be some overlap in activities, organisations are asked to choose one category under which they would like their entry to be considered. The judging panel also reserves the right to move applications between categories if they feel it appropriate.
2. Organisations may submit more than one project for consideration but should be able to clearly demonstrate it is a separate initiative or activity.
3. The awards are restricted to organisations operating within Belfast. Regional organisations are welcome to apply where they can demonstrate that activities directly benefited the people of Greater Belfast. A clear, practical example should be outlined on the submitted application form.
4. Nominated programmes or initiatives should be currently active, or completed no more than 5 years ago.
5. Entries should be made by completing **all sections** of the application form available at www.belfasthealthycities.com or in hard copy upon request within specified word limits. Applications should preferably be e-mailed to suzanne@belfasthealthycities.com. They can also be posted or hand delivered to Belfast Healthy Cities 22-24 Lombard Street Belfast BT1 1RD by **Wednesday 21 October 2015**
6. Applicants may also submit up to three photographs that provide visual evidence to support applications. Images should be JPG, GIF, PNG or TIF and are limited to 2MB each. The images will be used to assist the judging process and will be featured at the awards ceremony. If an organisation feels it is inappropriate to share images, their application will not be disadvantaged. A link to the organisation's website should also be included, where available.
7. Please do not include additional information or web links to other sources. Only the information submitted on the application form will be considered.
8. Belfast Healthy Cities will accept no responsibility for entries that are incomplete or that are not received by the closing date.
9. Finalists from each category may be asked to host a site visit, as part of the final assessment
10. Finalists will be invited to nominate two representatives to attend an awards ceremony in Belfast in November 2015 (date to be confirmed).
11. Photographs and films of winners and finalists will be taken at the event and will be featured on social media platforms (Twitter, You Tube and Vimeo) and the Belfast Healthy Cities website.
12. The judges' decision is final and no correspondence will be entered into.