



NATIONAL ABILITY AWARDS

Inspiring Inclusion

Award Guidelines

Presented by





NATIONAL ABILITY AWARDS

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The 2011 Kenyan National Ability Awards are open and calling for nominations. Nominations close at **9am Monday November 7, 2011**.

Entering the Awards is easy. Download a nomination form and guidelines or fill in a form online at www.ncpwd.go.ke or call **020 2314621 / 0720 378 477** to order hard copies.

If you have made, or know someone who has made, a significant contribution to the community, either at a local, constituency or national level, tell us about it by submitting a nomination or nominating them for the 2011 Inaugural Kenyan National Ability Awards.

- To nominate yourself or another person please complete the nomination form in full and attach supporting statements addressing the selection criteria.
- The information provided on the nomination form is collected by the National Council for Persons with Disabilities (NCPWD) and may be made available to the judging panel and other agencies contracted for purposes of the National Ability Awards. Personal information collected during the Award process may also be published on the International Day of Persons with Disabilities, in media releases and other promotional materials.
- Information submitted may be used in promotion and disclosed to the public through publicity associated with the National Ability Awards.
- Nominations are open to:
 - people with a disability who have made a significant contribution to their community;
 - people who have made a significant contribution to improving the lives of persons with disabilities; and
 - organisations or groups of people who have made a significant contribution to enhancing access for persons with disabilities.
- All nominees must be Kenyan citizens, residing in Kenya or doing business in Kenya.
- Members of the judging panel and their immediate family cannot be nominated for an award, or nominate a person for an award. NCPWD Board and employees and their immediate family cannot be nominated for an award.
- Finalists will be invited to attend the Awards ceremony at the Sarova PanAfric Hotel on Friday December 2, 2011.
- Nominees and those nominating another person will be advised in writing of the outcome of their nomination.



NATIONAL ABILITY AWARDS Inspiring Inclusion

The National Ability Awards honour Kenyans who have overcome seemingly-insurmountable challenges and recognize groups and organisations that demonstrate leadership and commitment to enhancing accessibility, inclusion, universality and the elimination of any barriers that may impede the full participation of persons with disabilities in community life. Any disability (visually impaired, intellectually disabled, hearing impaired, physically disabled and children with disabilities), as well as a broad range of inclusionary activities for these disabilities, may be considered for each award category. Certainly, each disability area is unique and faces specific challenges. Improvements in accessibility and inclusion, regardless of the specific disability, ultimately benefit all community members.

Award Categories

Lifetime Achievement Award recognises a person who has advanced the rights of persons with disabilities over a prolonged period of time.

Youth Ability Award recognises a young person aged 12-25 years who have overcome diversity and / or advanced the rights of people with disabilities. *(In collaboration with Action Network for the Disabled – ANDY)*

Community Leader Award recognises a person who has worked so hard at the local grassroots level to make a difference to the quality of life of persons with disabilities in their community. There are so many unsung heroes and we want to recognize them.

Corporate Leadership Award recognises private sector corporations that have improved access to their business for their disabled customers and/or created increased employment opportunities for persons with disabilities.

Social Inclusion Award recognises organisations for persons with disabilities, schools, universities, employment and training providers, NGOs, capacity building and advocacy services that have shown leadership by enabling equal participation and given persons with disabilities a vital voice. *(Sponsored by Handicap International)*

Infrastructure, Building and Transportation Award recognises a county, constituency, township, municipality or an architect, developer, builder, or group that has removed barriers and created easy access allowing for the full inclusion of persons with disabilities through public infrastructure changes (roads, crossings, pavements, buildings) and/or made life just a little easier through disability friendly transportation.

Sport, Health and Wellbeing Award recognises sport, health and wellbeing programs / services that are creating equal access for persons with disabilities.

Media Ability Award recognizes outstanding creative individuals, organizations or media projects that encourage a better, more tolerant and inclusive world for disabled and marginalized groups of people. This award will provide role models of creative brilliance to which others can aspire.



NATIONAL ABILITY AWARDS
Inspiring Inclusion

All nominations will be judged on the following criteria:

- **SCOPE:** the range of activities and breadth of influence or inspiration the achievement has on people, organizations or the community.
- **ACHIEVEMENT:** the significance of the achievement itself. Consideration will be given to creativity, innovation, and general significance of the activity for the individual and/or the community.
- **IMPACT:** the potential for fundamental and lasting positive change for individuals, organizations and the community.
- **METHOD:** the manner in which the activities were performed, for example, with creativity, innovation, inclusivity, consultation, and collaboration.

Award Benefits:

Award recipients at the Inaugural Kenyan National Ability Awards will receive the following:

- **Awards:**
 - **Lifetime Achievement Award** – prize: 2 tickets to a limited number of events at the 2012 Paralympics (including airfare and accommodations for 3 days).
 - **Young Ability Award** – prize: post secondary education/professional development scholarship (for up to 4 years at a recognized educational institute)
 - **Community Leader Award** – prize: gift from ADPK free trade shop
 - **Corporate Leadership Award** – prize: gift from ADPK free trade shop
 - **Infrastructure, Building and Transportation Award** – prize: gift from ADPK free trade shop
 - **Social Inclusion Award** – prize: gift from ADPK free trade shop
 - **Sport, Health and Wellbeing Award** – prize: disability friendly sport / wellbeing equipment valued at up to 250,000KSH
 - **Media Ability Award** – prize: gift from ADPK free trade shop
- **Framed Certificate** will be presented to all award recipients.



NATIONAL ABILITY AWARDS

Inspiring Inclusion

have the opportunity to meet VIP's, partners and sponsors at the National Ability Awards ceremony to be held at the PanAfric Hotel on Friday December 2, 2011. Award recipients and one guest will be invited to **attend the National Ability Awards ceremony** on a complementary basis. Travel expenses will be paid and out of town award recipients will be accommodated overnight in Nairobi.

- Award recipient **stories will be showcased** in the media and will receive national recognition and publicity at a public rally and celebration on December 3 in Nairobi.

Important Dates and Information:

Nominations close: 9am Monday November 7, 2011

Awards ceremony: Sarova PanAfric Hotel
Friday December 2, 2011

Contact for enquiries: National Council for Persons with Disabilities:
020 2314621/0720 378 477
Website: www.ncpwd.go.ke
Email: awards@ncpwd.go.ke

Nomination submission: Online: www.ncpwd.go.ke
By mail: National Council for Persons with Disabilities
Waiyaki Way, Nairobi
PO Box 66577 - 00800
By email: awards@ncpwd.go.ke

Referees: Name and contact details for at least one referee must accompany each nomination

Checklist: The checklist must be completed for each nomination



NATIONAL ABILITY AWARDS
Conditions of Entry:
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- To nominate yourself or another person please complete the nomination form in full and attach supporting statements addressing the selection criteria. A response must be provided against each selection criteria.
- The information provided on the nomination form is collected by the National Council for Persons with Disabilities (NCPWD) and may be made available to the judging panel and other agencies contracted for purposes of the National Ability Awards.
- Personal information collected during the Award process may also be published on the International Day of Persons with Disabilities website, in media releases and other promotional materials.
- Information submitted may be used in promotion and disclosed to the public through publicity associated with the National Ability Awards.
- Nominations sent by post must be post-marked no later than **9.00am Monday November 7, 2011**.
- Nominations sent by email must be received no later than **9.00am Monday November 7, 2011**.
- Late nominations will not be considered.
- Nominations are open to:
 - people with a disability who have made a significant contribution to their community;
 - people who have made a significant contribution to improving the lives of persons with disabilities; and
 - organisations or groups of people who have made a significant contribution to enhancing access for persons with disabilities.
- All nominees must be Kenyan citizens, residing in Kenya or doing business in Kenya.
- Members of the judging panel and their immediate family cannot be nominated for an award, or nominate a person for an award.
- NCPWD Board and employees and their immediate family cannot be nominated for an award.
- People undertaking the role of Patron of the Awards cannot be nominated for an award, however they can nominate another person for an award.
- Finalists will be invited to attend the Awards ceremony at the Sarova PanAfric Hotel on Friday December 2, 2011.
- Nominees and those nominating another person will be advised in writing of the outcome of their nomination.



NATIONAL ABILITY AWARDS Nomination Form

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Nomination forms are available to download on the NCPWD website www.ncpwd.go.ke or a hard copy can be requested by calling **020 2314621/ 0720 378 477**. Nomination forms are available in English, Swahili and in Braille.

Nomination Submission:

- You should keep a copy of your nomination form and any attachments, as these documents cannot be returned to you.
- There will be no exceptions to the nomination deadline.
- All submissions received will be acknowledged in writing.
- Please ensure that your contact details are correctly completed on the nomination form. NCPWD will use this information to contact you in regards to the outcome of your nomination.

Submitting Your Nomination:

You should keep a copy of your nomination form and any attachments, as these documents cannot be returned to you.

Post Nomination forms and supporting documentation can be posted or dropped off to the address below. Nominations sent by post must be post-marked or delivered to the office no later than **9am Monday November 7, 2011**.

National Council for Persons with Disabilities
Waiyaki Way, Nairobi
PO Box 66577 - 00800

Email Nomination forms and supporting documentation can be emailed to the address below. Nominations sent by email must be received no later than **9am Monday November 7, 2011** on **awards@ncpwd.go.ke**

Information to assist with completion of the nomination form may be found on the ncpwd website or by phoning 020 2314621/0720 378 477 or in person at the NCPWD office on Waiyaki Way, Nairobi.

Judging and Award Presentation:

Nominations will be short listed and then referred to the independent volunteer judging panel who will decide the recipients of the Awards.

The Awards will be presented to finalists at the National Ability Awards ceremony to be held at the Sarova PanAfric Hotel on Friday December 2, 2011.



NATIONAL ABILITY AWARDS Tips for Completing a Nomination: Inspiring Inclusion

To assist with the judging process, please read the following tips and keep them in mind when completing the nomination form:

- Please keep your answers short and concise.
- Your responses for each selection criteria should not exceed one page.
- If completing the nomination by hand, print clearly.
- All applications must be as accurate as possible as the information provided on the nomination form will be used for all award purposes.
- Try to provide specific examples against each selection criteria.
- A response must be provided for each selection criteria.
- Name and contact details for referees must accompany each nomination.
- Nominations that are sent by post must be post-marked no later than **9am Monday November 7, 2011**.
- Nominations that are dropped off at the NCPWD must be delivered no later than **9am Monday November 7, 2011**.
- Nominations that are sent by email must be received no later than **9am Monday November 7, 2011**.
- Late nominations will not be considered.

Nomination Check List:

Please complete this checklist before submitting your nomination.

- I have read the nomination guidelines and understand and agree to abide by the conditions set out in the guidelines.
- Sections 1–5 of the nomination form have been completed.
- I have provided the name of at least one referee in support of my nomination.
- Attachments (if any) have been clearly labeled with the name of the nominee.