

CEMETERIES AND CREMATORIA

SERVICE

**INNOVATION AWARD**

APPLICATION FORM 2024

Once completed, email this form to George Barton on

**gbarton@apse.org.uk**

All forms must be submitted by the closing date on **Friday 22 March 2024**

**Section 1 - Profile**

Name:

Position:

Authority/Organisation:

Address:

Telephone: Mobile:

E-Mail:

**Section 2 – Submission Summary**

*Please provide a short summary of your project and highlight the contribution this has made to council services. The statement should be 100 words or less.*

Name of council/team:.

Project title:

**Section 3 – Council Statement**

*This is where you can demonstrate your innovative work and explain your submission in detail. Please write 700 words or less on a project of your choosing. Your submission should include a description of the problem or challenge faced, the innovative approach taken to remedy it, and the outcomes that have been achieved. Please use the hints and tips on the next page to help your submission.*

**Hints and Tips**

This award is to recognise the excellent work that is happening in cemeteries and crematoria across the UK. The ideal submission will contain a description of the problem or challenge faced, the innovative approach taken, and the outcomes achieved. Specifically, we are looking for councils that are contributing to the development of new initiatives, and of new working methods in their authority.

To grab the judges’ attention, write your statement well. Show that you have taken the time to submit a high-quality application. Use proper English and check your spelling and punctuation. **Please stick to the allocated word counts.**

Here are a few ideas that you may use to write your application. Please bear in mind that these are only ideas. You may choose to write about:

* a service redesign
* new training techniques
* use of new materials or equipment
* new methods of responding to or communicating with the public

**Please note that the closing date for submissions is Friday 22 March 2024. Email your completed form to George Barton at** **gbarton@apse.org.uk**

**Invitation to present you submission: Second stage of the application**

The three finalists who scored highest in each category will be invited to present their submission at the Cemeteries and Crematoria Seminar 2024. The submissions will then be judged by a panel of experts and the winner announced after lunch.

Presentations should be via PowerPoint and be no longer than 10 minutes, followed by a 5-minute Q&A for the judges to question the presenter(s). You will be notified of your interview time nearer the event.

**The winner will be presented with the award after lunch on the day of the Seminar on 25 April 2024.**

**Dates to remember:**

* Submissions to be returned no later than **Friday 22 March 2024**.
* Finalists to be notified by **Friday 29 March 2024**.
* The winner will be announced at APSE’s Cemeteries and Crematoria Seminar, which will take place on **25 April 2024.**