

EARMA Awards Committee: 2022 Awards Schedule

Background: three members of the EARMA Awards Committee (AC) met on 10th January 2022 to discuss the drafting of an annual awards schedule for the coming calendar year. The purpose of this was to articulate a clear, publishable schedule of award calls replete with agreed operational processes to be deployed by the AC membership.

The full schedule of awards under the remit of the AC fall into two broad categories: (i) those of a fixed nature whose timing is dependent on pre-programmed events such as annual conference and (ii) those awards free of such dependencies that can be implemented at any time of year.

This approved version was published following the Awards Committee meeting on 7th June 2022.

Award Title	Award Amount	Fixed/Free (<i>explain</i>)	Proposed timing (Open/Close)	Process/Milestones/Deadlines
Conference Speaker Awards	10 x €500 max	Fixed (<i>tied to annual conference attendance</i>)	October – January	<ul style="list-style-type: none">• Call goes live = end October/ beginning November• Applications reviewed and ranked no later than end of first week in December;• ACPC informed of AC's ranking no later than second week in December;• ACPC endorses and recommends AC's rankings to EARMA Board for approval no later than third week in December;• Successful applicants informed of their success immediately before or after Christmas vacation period.
Conference New Member Bursary (pilot in 2022/23)	5 x €500 max			
Conference Widening Bursary (pilot in 2022/23)	5 x €500 max			

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Event Access Awards	10x €500 Annual Conference Attendance Awards	Fixed (<i>tied to annual conference attendance</i>)	December – February	<ul style="list-style-type: none"> • First half December - Publication of award via email/ web/ newsletters • Third week January - deadline • Last week January - AC selection meeting (for first Board meeting in February); • Second week February – successful applicants informed (asked to confirm acceptance) and follow up with unsuccessful applicants.
	5x €500 EARMA-led events linked to external Association Calendars	Free (<i>dependent on targeted events in Association calendars, priority list of target events to be considered by AC</i>)	Rolling basis, according to publication of external events	<ul style="list-style-type: none"> • Information on EARMA’s website • Reminder’s continuous (email, newsletter, etc) • Applicant applies →decision on the next AC meeting (considering that AC meets every month)→ AC communicates to the board (needs board meeting? If so, it may mean another month?)→office communicates to the awardee.
Virtual Event Grants	4x €500 or 2x €1000 for collaborative events	Free (<i>not specifically linked to any event</i>)	May/June September/October	<p>Example:</p> <ul style="list-style-type: none"> • Last week in May – call opens, published via email/web/newsletter; • Second week in June – call closes, all applications sent to AC members • Third week in June – AC meets to discuss and rank applications, recommendations sent to Board for approval at next available meeting; • First week July – successful applicants informed, requested to deliver their event by end of the calendar year.
Invited Speaker Awards	3x €500 awards	Free (<i>open call with rolling cut-off dates</i>) in May, September and January	May/June -> July August -> September December -> January	

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Annual Conference Best Poster Awardees	2x €500 awards	Fixed (<i>awards considered and made at conference</i>)	November – April	<ul style="list-style-type: none"> Promotion should begin as soon as conference registration opens, some text included in the standard email sent to all delegates upon completion of registration; AC to deliver promotion, assessment and delivery of awards at conference;
Volunteer Service Recognition (VSR) Awards	2x €500 awards	Fixed (<i>attach to annual conference planning cycle</i>)	November - February	<ul style="list-style-type: none"> Nomination process required, both embedded within conference registration process and via in-conference polling if possible. Awards made during annual conference award ceremony, if possible, all eligible candidates featured in conference programme. AC will work with ACPC to review, rank and select winners (as per conference speaker awards above); Nominations invited from EARMA committees, EARMA members or self-nomination.
Training Awards	4x €500 awards	Fixed	<p>Deadlines:</p> <p><u>May start (ESRAM only)</u></p> <p>Launch = late January; Reminder = late February/early March; Deadline = early April</p> <p><u>October start (CRM, ESRAM)</u></p> <p>Launch = late June; reminder late-July/ early August; Deadline = early September</p>	<ul style="list-style-type: none"> Deliver twice-yearly around intakes for CPD programme delivered by EARMA Decisions made at least 4 weeks before the application deadline for each intake. Recommendations must go to the Board.

Award Title	Award Amount	Fixed/Free (<i>explain</i>)	Proposed timing (Open/Close)	Process/Milestones/Deadlines
EARMA-NCURA Fellowship	1x €2000 award	Fixed (<i>strictly linked to NCURA fellowship processes, tbc for 2022/23</i>)	Tbc	Tbc
<p>Lifetime Achievement Award</p> <p>Outstanding Contribution Award</p>	Tbc	Fixed	<p>Launch - December</p> <p>Reminder message – January</p> <p>Final push – February</p> <p>Deadline - March</p>	<p>Specific features for these two calls as follows;</p> <p><u>Lifetime Achievement Award</u> is committee/ special interest group nomination only, for EARMA and non-EARMA candidates.</p> <p><u>Outstanding Contribution Award</u> is EARMA community nomination, for EARMA community candidates only.</p> <p>Combined launch for both calls via EARMA website, newsletter and social media platforms in December.</p> <p>EARMA Committees and Special Interest Groups will receive an invitation to submit nominations directly from EARMA secretariat.</p> <p>Milestones:</p> <p>Launch - December</p> <p>Reminder message – January</p> <p>Final push – February</p> <p>Deadline – March</p>