

Tip for writing your Caring for All Awards 2025 nomination

DO:

- **Give yourself plenty of time.** We can all leave things to the last minute, but if you get your application written early, you'll have plenty of time to re-edit (if necessary) before the closing date.
- Make sure you enter the most **appropriate category**. If in doubt, please ask for guidance.
- **Be passionate, concise and positive** – remember you're not writing a report!
- Don't just give an opinion, back it up with **examples** and, where appropriate, **outcomes**.
- **Ask someone else to read your application**, preferably someone who doesn't have much knowledge about what it is, or who it is, you are writing about. Ask if they understand what you have written and if they feel it demonstrates achievements well.

DON'T:

- Use lots of **jargon or abbreviations** – it won't help the judges understand what you're trying to say.
- Use **over-complicated language**, stick to plain English.
Ignore the **word count limit**. If you go over the word count in your draft, it won't be accepted.
- **Pretend a piece of work is something it's not**. If you have only thought about starting an initiative, it's not the same thing as actually starting it. You won't be awarded for just a good idea – wait until next year!
- Submit separate **supporting evidence** in a PDF for the awards – it is **not required**.
- **Miss the deadline**, as we cannot accept submissions after the closing date.

Credit to NHS Employers.