**Lincolnshire Apprenticeship Champion Awards 2023 \***

**Lincolnshire Employer Champion 2023**

The Lincolnshire Apprenticeship Champion Awards for 2023 seek to acknowledge and celebrate the efforts and commitment of apprentices, apprenticeship training providers and employers who are dedicated to the development of their staff and employees who live or work in Lincolnshire.

The Employer Champion Award 2023 seeks to acknowledge and celebrate employers’ commitment to the development of their staff. The judges are looking to celebrate employers that demonstrate commitment to excellence in skills development through high quality training support to their staff, including apprentices and people on work experience placements. Applicants must have at least part of its workforce based in Lincolnshire.

Applicants who are shortlisted for the awards will be invited to the award ceremony which will take place at **4-6PM** on **Thursday 18 May 2023** at **The Showroom, Tritton Road, Lincoln, LN6 7QY**. We will ensure all applicants receive a response to their application, even if they do not make it to the shortlisting stage. All nominated candidates will receive a Highly Commended Certificate to acknowledge their achievements.

**ELIGIBILITY**

To be eligible for consideration, applicants must employ at least one apprentice based in Lincolnshire that has been on programme for at least 6 months on 10 March 2023 or completed their Apprenticeship during 2022. National employers are welcome to apply, but the application must relate to the provision of apprenticeships within Lincolnshire.

**GUIDANCE**

Please read the supporting guidance notes when completing the nomination form.

**SUBMITTING NOMINATION FORMS**

All nomination forms need to be completed in the template supplied, electronically signed by the relevant parties, and returned by email to [**Place\_LearningTeam@lincolnshire.gov.uk**](mailto:Place_LearningTeam@lincolnshire.gov.uk) by midnight on **10 March 2023**

**Due to the current requirements to work from home we are unable to accept postal entries.**

\* Sponsored by Lincolnshire County Council, Lincolnshire Public Service Compact and the Greater Lincolnshire Local Enterprise Partnership

**Lincolnshire Apprenticeship Employer Champion 2023 - Application Form**

**Section One – Contact Information**

**EMPLOYER DETAILS**

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| **Company Name** | Click or tap here to enter text. |
| **Registered Company Address** | Click or tap here to enter text. |
| **Lincolnshire Base Address/s (if Head Office outside of area)** | Click or tap here to enter text. |
| **Contact Name for Entry Queries** | Click or tap here to enter text. |
| **Position/Job Title** | Click or tap here to enter text. |
| **Contact Telephone Number** | Click or tap here to enter text. |
| **Contact Email Address** | Click or tap here to enter text. |
| **Contact Name for Publicity Purposes (if different to above)** | Click or tap here to enter text. |
| **Position/Job Title** | Click or tap here to enter text. |
| **Contact Telephone Number** | Click or tap here to enter text. |
| **Contact Email Address** | Click or tap here to enter text. |

**TRAINING PROVIDER DETAILS**

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| **Please list the training provider/s that you work with to support your Lincolnshire based Apprentices** | Click or tap here to enter text. |

**Section Two - Background Information**

Please complete this section to tell us a bit about your business. This section will not be scored but will help our judges to assess your answers.

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| **What Industry Sector does your business operate in?** | Click or tap here to enter text. |
| **How many staff do you employ in total?** | Click or tap here to enter text. |
| **If operating nationally, how many of your staff are based in Lincolnshire?** | Click or tap to enter a date. |
| **How many apprentices do you currently employ in your organisation?** | Click or tap to enter a date. |
| **If operating nationally, how many apprentices are based in Lincolnshire?** | Click or tap here to enter text. |
| **How many apprentices have you trained over the last 5 years?** | Click or tap here to enter text. |
| **If operating nationally, how many of these are Lincolnshire based apprentices?** | Click or tap here to enter text. |
| **How long have you been training apprentices?** | Click or tap here to enter text. |

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| **Please list the apprenticeship standards that your current apprentices are undertaking. If you operate nationally, please detail the standards undertaken by Lincolnshire based apprentices.** |
| Click or tap here to enter text. |
| **Please provide a brief overview of your organisation, including the sector and characteristic of your Lincolnshire operations** |
| Click or tap here to enter text. |

**Section Three – Application**

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| 1. **Please explain your approach to apprenticeships within your organisation in Lincolnshire (25%)***.*   *You could describe the way in which apprenticeship standards are selected and embedded within your organisation to support staff development, recruitment or to support succession planning.* **(Max 250 words)** |
| Click or tap here to enter text. |

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| 1. **Please describe the benefits that apprenticeships have brought to your organisation and your apprentices in Lincolnshire (25%).**   *You could include evidence around achieving organizational KPIs, growth or staff retention. In addition, specific examples and quotes from apprentices and their development would strengthen your answer* **(Max 250 words)** |
| Click or tap here to enter text. |

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| 1. **Please explain why you think your Lincolnshire based apprenticeship programme is exceptional (25%).** *You could detail the opportunities available within your organisation for apprentices to develop skills, knowledge and experience, and to progress within the organisation or sector. You could also detail the ways in which you support individual apprentices to achieve and overcome barriers* **(Max 250 words)** |
| Click or tap here to enter text. |

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| **Supplementary Private Video Evidence (Optional)**  *In 2023, we are trialling the option for applicants to provide a short video supporting your written answers to questions 1-3. It is not mandatory to include a video and you will not be penalised if you do not include one. If you would like to submit a video, we recommend that you publish a private video to YouTube and paste the link below. Video evidence submitted will only be used for adjudication, and will not form any part of the publicity for the awards* **(Max 5 minutes)** |
| Click or tap here to enter text. |

**Declaration**

I, **[INSERT FULL NAME]** wish for **[INSERT EMPLOYER NAME]** to be considered for the Lincolnshire Apprenticeship Employer Champion 2023.

1. I confirm that I have authority to submit this application on behalf of the named organisation for consideration as Lincolnshire Apprenticeship Employer Champion 2023
2. I confirm that the name and organisation details provided in the application are accurate and can be used exactly as they appear on this form on all awards and event communication materials should my application be successful.
3. I agree to take part in all publicity concerning the Awards should my application be successful.

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| **Signature** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |
| **Print Name** | Click or tap here to enter text. | **Position** | Click or tap here to enter text. |

**Section Four – Third Party Endorsement**

The third-party endorsement should either come from a representative of a training provider who is working with you to deliver existing apprenticeships, or an apprentice who has been on programme for at least 6 months on 10th March 2023 or completed their Apprenticeship during 2022.

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| **Name of Endorser** | Click or tap here to enter text. |
| **Job Title** | Click or tap here to enter text. |
| **Telephone Number** | Click or tap here to enter text. |
| **Email Address** | Click or tap here to enter text. |
| **Are you a representative of a linked training provider or an apprentice within the organisation?** | Training Provider  Apprentice |
| **If you are a representative of a linked training provider, please can you provide the below details?** | |
| **Organisation Name** | Click or tap here to enter text. |
| **Organisation Address** | Click or tap here to enter text. |

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| 1. **Why do you think that this employer should be considered for Lincolnshire Apprenticeship Employer Champion 2023 (25%)** *You may like to outline the employer’s contribution to apprentice achievements, both personal and professional, progression routes within the organisation and how they have supported individual apprentice. Please outline any examples where you feel that the employer has gone above and beyond to support their apprentice/s* **(Max 250 words)** |
| Click or tap here to enter text. |

**Declaration**

I, **[INSERT FULL NAME]**, support **[INSERT EMPLOYER NAME]’s** application to be considered for the Lincolnshire Apprenticeship Employer Champion 2023.

1. I confirm that my endorsement can be used to support the application for the named organisation in consideration for Lincolnshire Apprenticeship Employer Champion 2023.
2. I confirm that, to the best of my knowledge, the details provided in the application are accurate.
3. I agree that my endorsement can be used in all publicity concerning the Awards should this application be successful.

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| **Signature** | Click or tap here to enter text. | **Date** | Click or tap to enter a date. |
| **Print Name** | Click or tap here to enter text. | **Position** | Click or tap here to enter text. |

**Privacy Statement**

Lincolnshire County Council, Adult Skills and Family Learning Service are collecting your information in order to facilitate the adjudication of the Apprentice Champion Awards and in the organisation of the final awards event. Your information is only shared with third parties where necessary and where the law allows it. We shall only keep your information for as long as is necessary. For further information on how we handle your information please see our Privacy Notice: <https://www.lincolnshire.gov.uk/directory-record/66491/celebration-and-registration-services>

Thank you for taking the time to complete the application for the Apprenticeship Employer Champion Award 2023 Award. We look forward to receiving your submission and will be in touch once shortlisting has been completed.