**THE COSLA EXCELLENCE AWARDS 2025**

**APPLICATION FORM**

**We are pleased to announce that the COSLA Excellence Awards are back for 2025, recognising great work across Local Government.**

**The timeline for this year’s awards is noted below, culminating in an in-person Event on Thursday 13th November.**

**Dates for your diary**

* **Applications are open from Tuesday 6th of May 2025.**
* **The application deadline is Friday 4th of July 2025.**
* **If selected as a finalist, you will be invited to present to adjudication panel at COSLA Offices in Edinburgh on either Wednesday 3rd or Thursday 4th September. We recommend placing diary hold on these dates for any team members who would be presenting at these days - in case you are successful in reaching the next stage.**
* **All finalist teams will be invited to an awards ceremony on Thursday 13th November 2025 at The Fairmont, St Andrews - where winners will be announced.**

**The categories for this year’s awards are as follows:**

* ***Category 1: Leading Innovation***
* ***Category 2: Improving In Partnership***
* ***Category 3: Tackling Inequalities & Improving Health***
* ***Category 4: Strengthening Communities & Local Democracy***
* ***Category 5: Building Towards a Just Transition***

**Submitting Your Application Form**

**The deadline for submission of entries is 5.00pm on Friday 4th July 2025.**

***PLEASE PROVIDE SOME DETAILS ABOUT YOUR APPLICATION:***

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| --- | --- | --- |
| **PROJECT NAME**  *(as you wish to see it published)* |  | |
| **CATEGORY**  *(from the choices above)* |  | |
| **LEAD ORGANISATION** |  | |
| **DEPARTMENT/TEAM** |  | |
| **PARTICIPANT NAMES OR PARTNER ORGANISATIONS** |  |  |
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|  |  |
|  |  |
| **CONTACT NAME** |  | |
| **CONTACT DETAILS**  **(email and telephone )** |  |  |

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| --- | --- |
| **EXECUTIVE SUMMARY** | *In no more than 200 words please describe what this initiative/project, what it has achieved, and why it is delivering excellence.* |
|  | |
| **PLANNING and DELIVERING** | What outcomes / local priorities did this initiative/ project (seek to) achieve?  What key issues have been addressed within your organisation / communities?  How is the initiative/ project being delivered and with who?  How are staff / communities and/or partners involved in design and/or delivery? |
|  | |
| **INNOVATION & LEADING PRACTICE** | What is innovative about your initiative/ project?  How have you future-proofed your initiative/project for the organisation / communities? |
|  | |
| **RESULTS & IMPACT** | What are your success criteria?  How are you measuring impact and success?  What impact has the initiative/project had / intended to have?  How have you involved others (partners / staff / communities) in measuring success? |
|  | |

**SUBMITTING YOUR APPLICATION**

**Please email completed application forms to** [**christine@cosla.gov.uk**](mailto:christine@cosla.gov.uk)

Or if you prefer you can copy the information into our online application form: <https://bit.ly/COSLAExcellence25>

**GDPR Statement**

Your application form will be retained following the completion of the 2025 COSLA Excellence Awards for internal COSLA use only.   
  
We may wish to share the information included on the application either internally or externally as a case study or story on our public communications channel. We will ask your permission by contact to your designated contact person from the application form if we intend to do this.   
  
Your data is held securely and will only be accessed by designated Award assessors, and COSLA  
staff involved in the administration of the COSLA Excellence Awards. The executive summary along with publicly available information about your project may be used, with your permission, for public communications around the awards and awards ceremony - we will discuss this with you if you are selected as a finalist.  
  
COSLA processes personal information in line with the General Data Protection Regulation (GDPR). For  
more information please visit: https://www.cosla.gov.uk/home/privacy-statement