



Process for submitting an application

Any member of Girlguiding BGO can initiate the process by contacting her commissioner - (or chief commissioner, if it is the commissioner being nominated) to discuss nomination and to seek their advice and support.

It must be submitted without the knowledge of the nominee or her family

You must complete the application form and send to the awards committee. The email address is: awards@british-girlguiding-overseas.org.uk

It must include a copy of the nominee's up to date GO record of her roles, appointments and awards.

Each nomination must be supported by 2 letters of support for the Adult award and 2 for the young person award. These letters of support need to reflect the various different aspects of their role and interaction with leaders. It is advisable to contact a variety of people who have had contact with the nominee in a variety of different roles

Please remember that the awards committee will consider the nominee and judge her suitability only by reading what is written in the letters of support so they need to be detailed and comprehensive.

The letters of support should not be more than 2 sides of A4 using a font size of 12.

We strongly suggest you prepare an information letter to send to the leaders outlining what you are asking for, enclosing the guidance notes for writing a letter of support for an award and giving a cut-off date for when you expect the letter of support to be with you. It is advisable to request letters of support from more people than you need.

Application process

The completed submission needs to be sent to the awards committee at least 6 weeks before the awards committee meeting to the following email address awards@british-girlguiding-overseas.org.uk

You need to be submit it on the awards application form - see website.

The awards committee which meets twice a year will consider the application. The dates for the meetings will be published in the newsletter and on the website.

Notification process

The awards committee will let the nominee and the local commissioner know, via email, of the outcome of the application within 3 weeks of the awards committee meeting

The decision of the awards committee is final.