***#BeActive Workplace Award 2021 Application Form***

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| Name of the National Coordinating Body or Partner of the European Week of Sport submitting the form (“the applicant”): | Name of the person/workplace authorised representative completing the form: | Email address: |
| Phone number: | Date of starting and duration of initiative: | |
| Name of the nominated workplace (“the participant”): | Town/City, Country: | |

***For the applicant***

*Signature:*

*Position:*

*Date:*

*Each question is limited to 250 words.*

1. **Tell us about your workplace and your initiative.**

*You should provide a brief background to your organisation and a brief description of the initiative you undertook to encourage people to #BeActive, including when and how it came about.*

1. **Tell us how you were able to inspire the staff to come together to #BeActive and tackle some of the barriers that can prevent people participating.**

*These could include lack of time, lack of interest/motivation****,*** *disability/illness, cost or other.*

1. **Tell us about the impact of your actions to get employees and colleagues to #BeActive.**

*You should mention who the initiative is/was aimed at, how many people are taking/have taken part, the impact it has had on them/your organisation and whether your actions could be replicated.*

1. **Finally, in 100 words sum up what is special about your initiative and why you should win the #BeActive Workplace Award 2021?**

*Did you do something particularly innovative, is it sustainable, did it receive media coverage, etc?.*

***Data protection notice***

If processing your reply to the rules of contest involves the recording and processing of personal data (such as your name, address and CV), such data will be processed pursuant to Regulation (EU) 2018/1725 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. Unless indicated otherwise, any personal data requested are required to evaluate your application in accordance with the rules of contest and will be processed solely for that purpose by Unit D3 – Sport, Directorate D - Culture, Creativity and Sport, Directorate-General for Education, Youth, Sport and Culture. Details concerning the processing of your personal data are available on the Specific privacy statement.

Your personal data may be registered in the Early Detection and Exclusion System (EDES) if you are in one of the situations mentioned in Article 136 of the Financial Regulation. For more information, see the Privacy Statement on:

<http://ec.europa.eu/budget/library/explained/management/protecting/privacy_statement_edes_en.pdf>

***For the participant***

Please attach up to **4 captioned high resolution photographs** and tick the following:

☐ I have consent of all subjects in these photos (from the subjects/their parents if under 18)

☐ I have permission to share these photos and give permission to the European Commission to use them under the #BeActive campaign in accordance with the Rules of Contest.

☐ I confirm that this establishment agrees to participate in media and publicity activity related to the #BeActive Awards and the nomination to this contest (this includes, but is not restricted to, an awards brochure, press release, possible media interviews and use of images and quotes on the EWoS website and social media channels).

☐ The information on this form is true and correct to the best of my knowledge

☐ I have read and agree to the Terms and Conditions of the competition

☐ I confirm that at least one representative of the nominated initiative is available to attend the Awards Gala, either physically or virtually in case only a virtual ceremony could be organised.

☐ Declaration on honour has been completed by the workplace authorised representative completing, signed and attached.

☐ In case of award, I accept that certain data like name of the establishment, locality, amount of the prize received, its nature and purpose, will be published.

☐     I agree with the data protection notice and the processing of my personal data related to this application. I agree with the processing of my personal data for inviting you to future events and initiatives that  the data controllermay organise. In case of award, I accept that certain data like name of the establishment, locality, amount of the prize received, its nature and purpose, will be published.

***For the participant***

*Signature:*

*Position:*

*Date:*