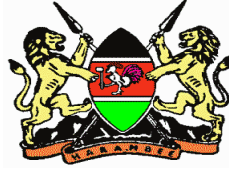


REPUBLIC OF KENYA



THE PRESIDENCY

Ministry of Public Service, Youth and Gender Affairs
State Department for Gender Affairs

NATIONAL GENDER AWARDS NOMINATION FORM

Deadline for entries – 7th June, 2017

NOMINATION GUIDELINES

We invite you to nominate an individual or group for the National Gender Awards of the State Department of Gender Affairs (SDGA). There are various categories of awards (see list of national gender awards below).

There is no cost to submitting a nomination.

Who can make a nomination?

Anyone can nominate a person they think is worthy of a National Gender Award of the State Department of Gender Affairs (SDGA) and anyone can be nominated. The nominator needs to complete a nomination form (see nomination form below).

What are the steps involved in the nomination process?

Step 1: Complete the enclosed nomination form by **7th June, 2017** and send it using any of the following methods:

- ✓ Email address: genderawards@gmail.com
- ✓ Physical address: **Principal Secretary, State Department of Gender Affairs, Teleposta Building, 4th Floor, Nairobi.**
- ✓ Postal address: **Principal Secretary, State Department of Gender Affairs, P. O. Box 30005-00100, Nairobi.**

Step 2: Applicants will be shortlisted by the judges.

Step 3: Shortlisted individuals or groups will be interviewed by the judges.

Step 4: Notification of finalists for the National Gender Awards ceremony – **21st June 2017.**

Step 5: Gender Awards – **27th June, 2017.**

Notes:

- 1. Limited Awards:** The number of Gender Awards available is strictly limited for each Category. Not everyone can receive a Gender Award, no matter how worthy their accomplishments. It is important to realise that a Gender Award will not automatically follow a nomination.
- 2. Confidentiality:** The consent of the person being nominated is not required. All nominations for honours are treated in the strictest confidence. No information regarding the nominee or the details of the nomination will be divulged.

NOMINATION FORM – NATIONAL GENDER AWARDS FOR THE STATE DEPARTMENT OF GENDER AFFAIRS (SDGA)

Please fill in the nomination form in the spaces provided.

Section 1 – Information about the nominator – person making the nomination.

Personal details * Required details

Title *	
First Name *	
Middle Names	
Surname *	
Relationship to the nominee *	

Contact details

Address *		Home Phone	
Postal code*		Mobile *Phone	
City/Town *		Email Address	

Section 2 – Information about the nominee - person you are nominating for a Gender Award of the State Department of Gender Affairs (SDGA).

Personal details * Required details

Title *	
First Name *	
Middle Names	
Surname *	
Date of birth	Gender * M <input type="checkbox"/> F <input type="checkbox"/>
Citizenship	Ethnicity

Contact details

Address *		Home Phone	
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2. Describe the contribution the nominee has made in regard to gender equality and women's empowerment:

3. Describe what makes the nominee's service and achievements stand out above and beyond that of their peers, or above and beyond what might reasonably be expected as part of their work:

4. Describe how the nominee’s service and achievements are regarded by their colleagues, and whether they have been formally recognized by their colleagues or through other awards:

Positions or offices held by the nominee

Please set out the main positions or offices held by the nominee, and the period of service.

Organisation	Position	From (date)	To (date) / current	Paid or voluntary?

Letters of Support

Please obtain TWO letters that endorse the nominee's contribution from people who are familiar with his or her service and achievements. The letters of support add depth to the nomination. Please attach the letters of support to this form and list the names of the support persons below.

Name of person or organization	Tick if letter is attached
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

Section 4 – Checklist and Sending Application

- Have you re-checked your nomination and ensured all the compulsory information has been provided?
- Have you answered all the questions in section 3?
- Are your letters of support enclosed with this nomination?

LIST OF NATIONAL GENDER AWARDS OF THE STATE DEPARTMENT OF GENDER

	WOMEN EMPOWERMENT PRINCIPLES	AWARD	NOTES
1.	Establish high-level corporate leadership for gender equality	Women Momentous awards (a). HEFORSHE National Champion (b). High level women leadership (c). High level women entrepreneurs (d). Eminent women	The nominee should have displayed high-level corporate leadership for gender equality
2.	Treat all women and men fairly at work - respect and support human rights and nondiscrimination	Gender Rights and Non-discrimination awards (a). Best performing agency in compliance with the 2/3 gender principle – public/private agencies (b). Women representation and participation (c). Rights of women PWD – public/private (d). Rights of Female Orphans and Vulnerable children (e). Rights of the Girl Child (f). Gender mainstreaming champions – Male/Female	The nominee should have displayed exceptional work in promoting gender equality in the workplace and respect and support human rights and nondiscrimination
3.	Ensure the health, safety and well-being of all women and men workers	Women Health, Safety and Wellbeing awards (a). Best performing Anti-FGM group/individual (b). Best performing GBV centers (c). Most innovative GBV programs (d). GBV Champions – Male/Female	The nominee should have displayed exceptional work in promoting health, safety and well-being of all women and men workers particularly in the area of Gender Based Violence (GBV)
4.	Promote education, training and professional development for women	Women Education, Training and Professional Development awards (a). Best gender responsive education programs	The nominee should have displayed exceptional work in promoting education, training and

		<ul style="list-style-type: none"> (b). Best gender responsive educational institutions (c). Best gender affirmative action education programs (d). Champion in promoting women education, training and professional development - Male/Female 	professional development for women.
5.	Implement enterprise development, supply chain and marketing practices that empower women	<p>Women Economic Empowerment awards</p> <ul style="list-style-type: none"> (a). Best performing Women’s Groups – Uwezo Funds (b). Best performing Women’s Groups – National Government Affirmative Action Funds (NGAAF) (c). Best performing Women’s Groups – Women Enterprise Funds (WEF) (d). Best performing Constituencies – Uwezo, WEF, NGAAF (e). Best performing State Agencies on Access to Government Procurement Opportunities (AGPO) (f). Most responsive agency in investing in young women 	The nominee should have displayed exceptional work in implementing enterprise development, supply chain and marketing practices that empower women
6.	Promote equality through community initiatives and advocacy	<p>Gender Equality Community Program awards</p> <ul style="list-style-type: none"> (a). Most innovative gender equality community programs/initiatives (b). Best supportive partner on gender equality community programs/initiatives (c). Best supportive stakeholder on gender equality community programs/initiatives (d). Community gender equality champions – Male/Female 	The nominee should have displayed exceptional work in promoting community initiatives and advocacy.
7.	Measure and publicly report on progress to achieve gender	<p>Publicity on Gender Equality awards</p> <ul style="list-style-type: none"> (a). Best coverage of gender 	The nominee should have displayed exceptional work in

	equality	equality - Radio media (b). Best coverage of gender equality - TV media (c). Best coverage of gender equality - Print media (d). HEFORSHE media champions - Male	measuring and publicly reporting on progress to achieve gender equality.
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