



# HUMAN DEVELOPMENT AWARD OF LATVIA

## Terms and Conditions

1. These terms and conditions specify the procedure and provision of the Human Development Award of Latvia.
2. The Human Development Award of Latvia (hereinafter referred to as the "Award") shall be presented to individuals, business and non-profit organizations in recognition of outstanding achievements and continued commitment to the development of human capital of Latvia at the both local and national levels.
3. The purpose of the Award shall be to promote human development and further prosperity and wellbeing of Latvia's people.
4. Nominees shall be nominated for one of the following categories: "Social Responsibility and Philanthropy Award", „ Outstanding Commitment to Education Award", „Exemplary Contribution to Health and Well-being Award" and „The Future of Latvia Award". The Awards may or may not be provided in all categories announced.
5. Nominees shall be Latvian citizens, companies and organizations registered in Latvia.
6. The applications will be evaluated based on the following criteria: 1) Impact - demonstrable impact on the society; 2) Sustainability – sustainable development, 3) Innovation – innovative, creative and original approaches, successfully adapted to local conditions. 4) Inspiration – actions serving as a model of practice for others. The Award shall be given for unique merits or long-term merits.
7. Nominees shall be nominated by any physical or legal entity by submitting an application. Nominees can nominate themselves. Past award winners are not eligible for nomination.
8. The Award is announced by the Civic Alliance-Latvia and Partners – the United States Embassy in Latvia.
9. The Award shall be an Honourable Awards Certificate, a prize trophy and recognition. The awards are presented at an Awards Ceremony honouring awardee. The format and exact time of the Award ceremony will be clarified.
10. The awardees may receive cash or another special award recommended by the Evaluation Committee and determined by Partners.
11. The applications are submitted electronically by filling out the nomination form.
12. Nomination period is open at least two weeks following the date of the first announcement.
13. Nomination form shall contain information on the recipient, summary of the initiative, evidence of success; at least one reference and compliance with the presented criteria.
14. Deadline for submission of entries is June 14, 2023.
15. The Civic Alliance-Latvia collects all applications and, after a preliminary review if they meet minimum eligibility criteria, submits them to the Evaluation Committee.
16. The Evaluation Committee is made up of at least 7 the representatives of Partners and representatives from Latvian society. Previous years' awardees are invited to join in the Evaluation Committee serving up to two years.
17. The Secretariat of the Evaluation Committee shall be the Civic Alliance-Latvia.
18. The Evaluation Committee compiles a shortlist of nominees by August 3, 2023. The final decision on awardees is made by the Evaluation Committee by a simple vote.
19. The Awards Ceremony shall be organized by the Civic Alliance-Latvia.



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## **Definitions and Specific Provisions**

The goals of the Award are to raise awareness of the significance of human development in Latvia; to encourage social responsibility initiatives and reveal best practices; and to honor individuals and organizations committed to investing in human development.

### **Eligibility**

Candidate eligible for the Award shall be Latvian citizen, company or organization registered under the laws of Latvia. Nominations must be submitted on behalf of another person either by an individual or organization. Self-nominations should be taken into consideration.

### **Working Group**

A group formed by partners and the founders of the award, who discusses and agrees on the organizational side of the award. The working group may also include participants from the award jury, as well as professionals who are not directly involved in the award.

### **Conflict of Interest**

Employees of the Civic Alliance-Latvia office, members of the Award Working Group and Evaluation Committee as well as their immediate family and household members are not eligible to be nominated. By applying for the Award the Nominator attests that the Nominee does not fall within the categories set forth within this clause. Judges will not evaluate the entrants with whom they have had a personal or professional relationship.

### **Liability**

Through application for the Award the nominator releases the Civic Alliance-Latvia and Partners from any liability or cause of action arising out of participation in the contest or receipt or use of any prize.

### **Evaluation Committee**

The Evaluation Committee has sole discretion to award the prizes. The Evaluation Committee retains the right not to award the prize if the application does not meet all requirements set in these terms and conditions. All decisions of the Evaluation Committee are final.

### **Disqualification**

The organizers reserve the right to disqualify any entry which is incomplete, illegible or late. The organizers are not responsible for inaccurate or incomplete entry of information by nominators, lost entries or other errors. The organizers reserve the right to disqualify any nominee for fraudulent or wrongful conduct and for breach of legal or ethical standards.

### **Non-discrimination**

Nominees shall not be discriminated on the basis of age, race, sex, religion, sexual orientation, gender identity, disability, marital status or socioeconomic status.

### **Selection and Notification**

All entrants must comply with these terms and conditions. The finalists will be notified by the Civic Alliance-Latvia office via their email account or phone provided in the registration form. If the finalist does not respond within 5 working days, the organizers shall choose another finalist from the pool of remaining eligible entries.



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## **General Conditions**

By submitting the application, the nominator fully and unconditionally agrees to and accepts these terms and conditions, which are final and binding. The organizers have the right to publish and reproduce the information on applicants. The organizers retain the right to change the current terms and conditions.