Virtual Award Centres

worksheet

Fill in this roadmap to establish or enhance your VAC.

# Overall

|  |  |
| --- | --- |
| **Virtual Award Centre Name** |  |
| **Vision/Goal** |  |
| **Target Market(s):**EX: 18+, Grad from HS, University, specific youth groups,etc |  |
| **Award Leaders:** Volunteers, alumni, corporate, staff, etc |  |
| **Award Coordinator:** Staff assigned from NAO |  |
| **Cost to participate?** Any upcharge to regular pricing to attain a Bronze, Silver or Gold Award? |  |

# Virtual Award Centre Plans

|  |  |
| --- | --- |
| **Registration Goal**How many young people do you wish to enroll?  |  |
| **Training Strategy** for Award Leaders and Coordinators: How will you train your Award Centre staffing?  |   |
| **Recruitment:** How will you find participants? |  |
| **Promotions/ads/communication plans:** How and where will you share news of the virtual award centre?  |  |
| **Website presence:**How will you build online resources to market the VAC? |  |
| **Resource Preparation:** What guides and other materials need to be prepared for the VAC? |  |

# LOGISTICS

|  |  |
| --- | --- |
| **Technology tools:**What tools need to be built to fully digitize and support the VAC? On demand training? ORB access? Hangout/open office hours?  |  |
| **More technology:**How will Award Leaders be asked to meet with young people?  |  |
| **Adventurous Journey:**Will the national office organize AJ? Third party vendors? Award Centers allow VAC in join in? Independent AJ’s? Digital AJ’s?  |  |
| **Budgeting**List any new costs due to VAC including but not limited to: Staff time, technology, marketing, AJ, etc |  |

# celebrating and evaluating

|  |  |
| --- | --- |
| **Award Ceremony:**How will you celebrate Bronze, Silver, or Gold Award Holders? |  |
| **Award Ceremony frequency** |  |
| **What is success?** What metrics to track for the VAC |  |
| **Annual survey of participants and Award Leaders:**How will you ensure the survey is distributed and collected?  |  |

# What existing VAC can be a guide?

|  |  |
| --- | --- |
| Note 1-2 countries running a VAC similar in structure to your plans |  |