Virtual Award Centres

worksheet

Fill in this roadmap to establish or enhance your VAC.

# Overall

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| --- | --- |
| **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

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| --- | --- |
| **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

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| --- | --- |
| **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

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| --- | --- |
| **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?

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