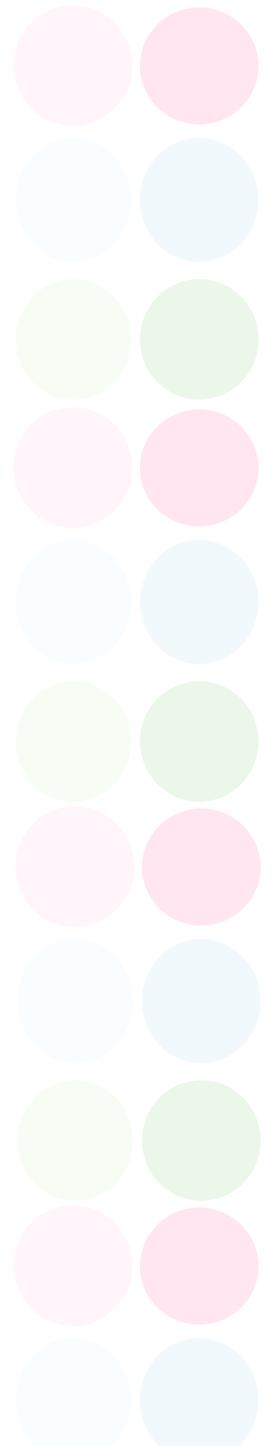


REVAMP: Recognition of Excellent  
Volunteer & Management Practice

# Information & Application Form



**Stronger Kent Communities**

*A leading provider of support for the  
voluntary sector in Kent*

## ● What is REVAMP?

REVAMP is a straightforward process for Volunteer Involving Organisations.

REVAMP is a great opportunity to reflect on your organisation's volunteering policies and practices, and ensure they are working for you and your volunteers.

REVAMP shows that your organisation offers meaningful and well-supported opportunities to potential volunteers.

The award is valid for 2 years, after which an organisation needs to apply again.

## ● Where did it come from?

We wanted to offer local organisations the opportunity to evidence their great volunteering practice. Based on a model widely used by Voluntary Action Leeds, REVAMP is an ideal way of increasing best practice and experience across the sector.

## ● How do I apply?

To apply for REVAMP, please complete the form attached and return to Stronger Kent Communities. You will need to include documents listed on the Evidence Checklist overleaf. A site visit will also be carried out as part of the REVAMP process.

## ● Who is awarding REVAMP?

The awarding team is made up of Stronger Kent Communities and Involve Kent. The contact details for submission can be found at the back of this form.

## ● I want to know more

Please contact the awarding team who will gladly answer any questions you may have. You can also visit the Stronger Kent Communities website for more details.

# Checklist– Evidence Required

## ● Open, Equal & Fair

Volunteering is open to everyone & Recruitment of Volunteers is fair and accessible.

Evidence required:

- Organisations Equal Opportunity Policy
- Role descriptions for each role Volunteer
- Application form

## ● Enjoyable

Organisations aim to deliver a good volunteering experience.

Evidence required:

- Short statement

## ● Focussed

Organisations have appropriate policies for managing volunteers.

Evidence Required:

- Health & Safety policy
- Volunteer policy
- Confidentiality policy
- Volunteer Expenses policy (where applicable)

## ● Organised & Supported

Volunteers are supported and supervised within their role.

Evidence Required:

- Description of support structure

## ● Impactful

Volunteer programmes provide the training and information volunteers need to carry out their role.

Evidence Required:

- Outline of training programme
- Induction Outline

## ● Safe

Insurance, safeguarding and other legal requirements are met. Evidence

Required:

- Insurance policies (including details which indicate that volunteers are covered by this policy)
- Child & Vulnerable Adult protection policies (where applicable)



# Please use this sheet for additional evidence

## ● Enjoyable

Please include a short supporting statement to explain how your organisation delivers a good volunteering experience\*:

## ● Organised & Supported

Please use this space to describe the support structures in place for your volunteers\*:

## ● Impactful

Please use this space to outline your training programme provided for volunteers\*:

# Volunteers Charter:

- I confirm that, as part of the REVAMP Quality Mark, I will adhere to the principles enshrined in our Volunteers Charter.



With thanks to:



Awarding Team:



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