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Awards Submission Information Pack

CHARITY
IT LEADERS

Registered Charity Number: 1153226

SOLUTIONS >> KNOWLEDGE >> INSPIRATION

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Award Categories

- for charities and charitable organisations

Technology Project of the Year

Cloud Project of the Year

Infrastructure Transformation of the Year

Data & Insight Project of the Year

AI & Automation in Action

Best Use of Emerging Technology

Delivering Excellent Customer Service

Technology For Good

Diversity in Tech, Digital or Data Innovation

Outstanding Tech, Digital or Data Team

Cybersecurity Team of the Year

Award Categories

- partnership submissions between charities and commercial partners

Product Innovation of the Year

Best Technology Partner

Cybersecurity Initiative of the Year

Sustainability Through Tech

Award Categories

- individual submissions

Rising Star of the Year

Mentor of the Year

Senior Leader of the Year

Diversity and Inclusion Champion

Submission Guidelines

Submission Criteria

Submissions are open to UK-based registered charities and charitable organisations. Commercial partners may enter certain categories, but these entries must be submitted in collaboration with a charity partner.

- Entry is free and charities can submit multiple entries
- Projects must demonstrate impact between 01 June 2025 and 31 May 2026.

Required Submission Components

Each submission must include:

1. Project/Initiative Title
2. Executive Summary (max 300 words)
3. Objectives & Rationale – What need did the project address?
4. Implementation & Challenges – How was it delivered, and what were the hurdles?
5. Outcomes & Impact – What was achieved? Provide evidence where possible.
6. Lessons Learned & Future Plans
7. Supporting Documents – Up to two documents (maximum four pages total). A website will be counted as one document.

How to maximise your score

1. Make sure you read the judging criteria! Sounds obvious, but not everyone does this.
2. Having read the criteria, think about how you can demonstrate each of these areas in the different submission components. You don't have to cover all five criteria in every section, but make sure you cover them at least once in your submission.
3. Make it easy for judges to find the information we need. Section headings and bullet points can make documents easier to read and digest.
4. Be proud of what you've achieved. If you're proud of a project this will come across in your application.
5. Judges are not looking for perfect prose and you won't lose marks for spelling and punctuation. That said, it will help the judges to read your submissions if you put them through a spelling and grammar checker first.
6. If you can include feedback from people who have benefited from the project this can be a powerful way to show impact.
7. Impact and benefit does not have to be financial; judges will be looking for evidence that the initiative supports the organisation's objectives, which will not always be purely financial.
8. Don't be afraid to share what went wrong. All our judges know that every piece of work will hit bumps in the road, and some of those bumps could be pretty huge. There's no shame in failure; tell us how you overcame it and what you learned from it.

Judging Criteria & Scoring Guidelines

All entries will be reviewed by an independent judging panel. The judges decision is final.

Each category may have up to two Highly Commended entries and one Winner.

Judging takes place between 9 and 23 September.

Entries will be scored as follows:

1. Innovation

Originality, creativity, or new ways of solving problems

Score: 20

2. Impact

Tangible benefits delivered to beneficiaries or the organisation

Score: 25

3. Relevance

Alignment with organisational goals and wider sector priorities

Score: 15

4. Scalability

Potential for growth or replication in other contexts

Score: 20

5. Collaboration

Effective partnerships or teamwork across teams or organisations

Score: 20

TOTAL: 100 POINTS

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How to submit

You can complete the entry form [here](#).

If you cannot access the entry form, need to submit your entry in a different way, or have any queries, please email admin@charityitleaders.org.uk

The deadline for submissions is 07 September 2026.



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CITL is the leading technology and digital networking group for the UK charity and not-for-profit sector. As a charity ourselves, we understand the pressures and challenges faced by our members, and we are committed to providing the support and resources they need to achieve their goals.

Since 2000, our mission has been to make charities more efficient and effective by using the power of technology and digital as a key driver of business change and service delivery.

Our vision is to drive excellence and innovation, to be the trusted voice of our sector, and to support the technology leaders of today and the future in delivering vital outcomes for people, animals, the environment and society.

To find out more visit charityitleaders.org.uk or contact us at admin@charityitleaders.org.uk

