

**THIS CAN** **HAPPEN.**  
**AWARDS**



*in association with*

**ALLEN & OVERY**

# 2022 ENTRY GUIDELINES

HOW TO ENTER THIS CAN HAPPEN AWARDS

THIS CAN HAPPEN AWARDS

SBL IDEAS LTD

19-20 Bourne Court Southend Road, IG8 8HD, UK

# This Can Happen Awards

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**16 JUNE 2022, LONDON / ONLINE**

## CELEBRATING EXCELLENCE IN WORKPLACE MENTAL HEALTH

Showcase your work: <https://www.thiscanhappenawards.com/>

## About the Awards

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The This Can Happen Awards are open to all workplaces and individuals who champion mental health. The awards celebrate workplaces and individuals who have shown excellence in their approach towards positive mental health for their employees and colleagues.

The This Can Happen Awards are open for submissions from all types of workplaces, whether large or small, commercial or not-for-profit, from every type of industry and any country.

## Key Dates

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### **Monday 24 January 2022**

The awards will be open for submissions.

### **Thursday 17 February 2022**

Early Bird Deadline to enter your submissions – reduced entry fee: £129 + VAT / entry.

### **Thursday 24 March 2022**

Deadline to enter your submissions – entry fee: £169 + VAT / entry.

All entries submitted after the 17 March 2022 will incur a £30 late fee.

### **Thursday 19 May 2022**

The shortlisted entries will be announced.

### **16 June 2022**

The winners will be published online. A physical event is to be confirmed, depending on health and safety considerations.

Shortlisted entries and winners will be publicised in This Can Happen Awards Book 2022.

## Submission Process & Fees

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### Process

1. Select your categories to enter.
2. Read our [T&Cs](#) and these entry guidelines.
3. Register on our [entry site](#) and complete your submission online.

4. Submit and pay for your entries.

## Fees

Entries submitted and paid for on or before the early bird deadline of 17<sup>th</sup> February 2022 will cost £129 + VAT (per entry). Entries submitted and paid for after the 18<sup>th</sup> February 2022 and on or before the deadline of 17<sup>th</sup> March 2022 will cost £169 + VAT (per entry). Submitted entries can be amended up until the final entry deadline. SBL Ideas Ltd reserves the right to extend the deadline should there be demand. Any entry submitted after 17<sup>th</sup> March will incur a £30 late fee. For UK participants only, VAT will be applied.

## Entry Form Question

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Depending on which categories you choose to enter, you will have to provide certain information with your submission.

## Workplace Recognitions

### Entrant Information

This is information that you will have to provide for entries in the workplace recognition categories.

<b>Entry name</b>	<i>This is the name given to the entry for a certain strategy that was implemented. In the case of the entry being shortlisted this is the title used in publication. The entry title should be the same over different categories for the same strategy.</i>
<b>Entering workplace</b>	<i>The entrant workplace is the organisation that submits an entry for the consideration of the awards. In the case of the entry being shortlisted, this is the company being named on the shortlist. In case of winning an award, the entrant company is the entity receiving the trophy. There can be only one entrant workplace.</i>
<b>Workplace size</b>	<i>This is the number of employees employed at the workplace for which the submission is entered.</i>
<b>Entering country</b>	<i>The entering country is based on the location of the entrant company.</i>
<b>Industry</b>	<i>This is the sector the workplace is part of. For example, automotive, FMCG, healthcare</i>
<b>Dates of activity</b>	<i>The timeframe in which the strategies have been implemented at the workplace.</i>
<b>Client contact name</b>	<i>Contact name of client, if the entry is submitted on behalf of a client.</i>
<b>Client contact job title</b>	<i>Job title of client, if the entry is submitted on behalf of a client.</i>

<b>Client contact email</b>	<i>Contact email of client, if the entry is submitted on behalf of a client.</i>
<b>Secondary entrant contact email</b>	<i>Please submit an email of one of your colleagues at your workplace that can help us in case we have questions about your entry. We will only use it if we cannot get hold of you.</i>

### Written Submission

This is where you describe what your workplace or your team achieved to deserve a trophy. Depending on your chosen category the information you have to provide differs slightly. You can see the exact wording when logging into the entry system. The system does automatically save your progress and is easy to use.

Categories:

- Best Mental Health in the Workplace Strategy: Large Company*
- Best Mental Health in the Workplace Strategy: SME*
- Best Mental Health in the Workplace Strategy: Multinational Implementation*
- Best New Workplace Approach to Mental Health*
- Best Targeted Mental Health Initiative*
- Best Integration of Mental Health into Diversity & Inclusion Strategy*
- Best Corporate Social Responsibility Engagement in Mental Health*

Entry form:

<p><b>Background</b> Max. 150 words</p> <p>This section will not be judged but helps judges understand your submission.</p>	<p><i>Tell us the background of your workplace: the previous situation of mental health in your workplace, problems that were arising and/or driving factors that led to the implementation of the mental health strategy</i></p> <p><i>[for Best Integration of Mental Health into Diversity &amp; Inclusion Strategy: Tell us the background of your workplace: the previous situation of mental health &amp; D&amp;I in your workplace, problems that were arising and/or driving factors that led to the implementation of the mental health into your D&amp;I strategy]</i></p> <p><i>[for Best Corporate Social Responsibility Engagement in Mental Health: Tell us the background of your CSR campaign, what problems did you want to address, what were its objectives?]</i></p>
<p><b>Strategy</b> Max. 250 words</p>	<p><i>Describe your mental health strategy, its focus, targets &amp; goals</i></p> <p><i>[for Best Integration of Mental Health into Diversity &amp; Inclusion Strategy: describe your D&amp;I strategy and how you've planned to integrate mental health into it – plus the focus, target &amp; goals combining both aspects]</i></p>

	<p><i>[for Best Corporate Social Responsibility Engagement in Mental Health: describe your campaign strategy, its focus, target audience and goals]</i></p>
<p><b>Execution &amp; Implementation</b> Max. 300 words</p>	<p><i>Describe how your mental health strategy has been executed and how it has been implemented in the workplace.</i></p> <p><i>[for Best Integration of Mental Health into Diversity &amp; Inclusion Strategy: describe how the integrated mental health / diversity &amp; inclusion strategy has been executed and how it has been implemented in the workplace]</i></p> <p><i>[for Best Corporate Social Responsibility Engagement in Mental Health: describe how your CSR campaign has been executed and implemented]</i></p>
<p><b>Results &amp; Impact</b> Max. 250 words</p>	<p><i>Show the results and impact your mental health strategy has achieved – include any results on an organisational level as well as at employee level.</i></p> <p><i>[for Best Integration of Mental Health into Diversity &amp; Inclusion Strategy: show the results and impact your D&amp;I strategy has achieved – include any results on an organisational level as well as at employee level, and highlight the mental health achievements]</i></p> <p><i>[for Best Corporate Social Responsibility Engagement in Mental Health: show the results and impact of your CSR campaign]</i></p>
<p><b>Summary</b> Max. 100 words</p> <p>This section is not judged but will be used for publication.</p>	<p><i>Sum up your strategy and its result on your workplace.</i></p> <p><i>[for Best Corporate Social Responsibility Engagement in Mental Health: sum up your CSR campaign and its results]</i></p>

Categories:

HR/D&I/Wellbeing Team of the Year

Employee Network of the Year

Entry form:

<p><b>Background</b> Max. 150 words</p> <p>This section will not be judged but helps judges understand your submission.</p>	<p><i>Tell us the background of your workplace: the previous situation of mental health in your workplace, problems that were arising and/or driving factors that led your team / network to the implementation of the mental health strategy</i></p>
<p><b>The team / network</b> Max. 150 words</p> <p>This section will not be judged but helps judges understand your submission.</p>	<p><i>Gives us a brief description about your team / network, including but not limited to how was it formed, who is part of it, your main tasks...</i></p>
<p><b>Strategy</b> Max. 300 words</p>	<p><i>Describe your network's / team's input and place within the overall mental health strategy, its focus, targets &amp; goals, and outline how your team / network is placed to be a driver for change and the responsibilities it has.</i></p>
<p><b>Execution &amp; Implementation</b> Max. 350 words</p>	<p><i>Describe how the mental health strategies and activities have been executed and how it has implemented in the workplace and focus on the role your team / network had in the implementation.</i></p>
<p><b>Results &amp; Impact</b> Max. 250 words</p>	<p><i>Show the results and impact your mental health strategies and activities have achieved – include any results on an organisational level as well as at employee level. Highlight how your team / network has been a crucial driver to its success and which results can be clearly attributed to the work of your network / team.</i></p>
<p><b>Summary</b> Max. 150 words</p> <p>This section is not judged but will be used for publication.</p>	<p><i>Sum up your team / network and its activities and impact on driving the implementation of mental health initiatives and strategies and delivering measurable results for your workplace.</i></p>

Categories:

Product Impact Award

Mental Health Consultancy Award

Entry form:

<p><b>Background</b> Max. 200 words</p> <p>This section will not be judged but helps judges understand your submission.</p>	<p><i>[for Product Impact Award] Tell us about your product: What is it that your product offers, which area does it focus on, how is it helping workplaces in their mental health journey.</i></p> <p><i>[for Mental Health Consultancy Award]: Tell us about your consultancy: What is it that your services you offer, which area do you focus on, how do you help workplaces in their mental health journey.</i></p>
<p><b>Case Study 1</b> Max. 400 words</p>	<p><i>[for Product Impact Award]: Describe how your product was a fit for your client’s workplace, how you worked with them on implementing your solution to the best possible outcome and describe the results and impact your product had for your client’s workplace. Results should be clearly attributed to your product.</i></p> <p><i>[for Mental Health Consultancy Award]: Describe how your service was a fit for your client’s workplace, how you worked with them on creating tailored solutions, evidence-action plans, implementing your solution to the best possible outcome and describe the results and impact your product had for your client’s workplace. Results should be clearly attributed to your input.</i></p>
<p><b>Case Study 2</b> Max. 400 words</p>	<p><i>[for Product Impact Award]: Describe how your product was a fit for your client’s workplace, how you worked with them on implementing your solution to the best possible outcome and describe the results and impact your product had for your client’s workplace. Results should be clearly attributed to your product.</i></p> <p><i>[for Mental Health Consultancy Award]: Describe how your service was a fit for your client’s workplace, how you worked with them on creating tailored solutions, evidence-action plans, implementing your solution to the best possible outcome and describe the results and impact your product had for your client’s workplace. Results should be clearly attributed to your input.</i></p>
<p><b>Summary</b> Max. 150 words</p>	<p><i>Sum up your entry.</i></p>

This section is not judged but will be used for publication.	
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Categories:

*Best Adaption to working through Covid*

Entry form:

<b>Background</b> Max. 150 words  This section will not be judged but helps judges understand your submission.	<i>Tell us about your organisation.</i>
<b>Strategy</b> Max. 250 words	<i>Describe your Covid-19 response, its focus, targets &amp; goals.</i>
<b>Execution &amp; Implementation</b> Max. 300 words	<i>Describe how your Covid-19 response has been executed and implemented.</i>
<b>Results &amp; Impact</b> Max. 250 words	<i>Show the results and impact your Covid-19 response has achieved.</i>
<b>Summary</b> Max. 100 words  This section is not judged but will be used for publication.	<i>Sum up your Covid-19 response and its results.</i>

## Testimonials

You can provide up to three testimonials to support your entry, e.g. from employees, clients, senior leaders. Ensure that testimonials are relevant to your entry, and we recommend providing a mix of different stakeholders.

<b>Testimonial: Name</b>	
<b>Testimonial: Job Title</b>	
<b>Testimonial: Organisation</b>	
<b>Testimonial: Involvement</b>	<i>Has the testimonial been involved in your mental health activities? If so, how?</i>
<b>Testimonial: Quote</b> Max. 150 words	<i>Quote what your testimonial says about your mental health achievements.</i>



# Individual Recognitions

## Entrant Information

This is information that you will have to provide for entries in the workplace recognition categories.

<b>Nominee's name</b>	<i>In the case of the entry being shortlisted, this is the nominee being named on the shortlist. In case of winning an award, the nominee is the person receiving the trophy.</i>
<b>Nominee's workplace</b>	<i>Name of workplace where nominee is employed. Will be included in shortlist announcement in case entry is being shortlisted.</i>
<b>Nominee's job title</b>	<i>Position that nominee is currently holding. Will be included in shortlist announcement in case entry is being shortlisted.</i>
<b>Workplace size</b>	<i>This is the number of employees employed at the workplace for which the submission is entered.</i>
<b>Entering country</b>	<i>The entering country is based on the location of where the nominee is employed.</i>
<b>Industry</b>	<i>This is the sector the workplace is part of. For example, automotive, FMCG, healthcare</i>
<b>Dates of activity</b>	<i>The timeframe in which the strategies have been implemented at the workplace.</i>
<b>Nominee's contact email</b>	<i>Contact email of nominee, if the entry is submitted on behalf of someone.</i>

## Written Submission

This is where you describe why you or your nominee deserves to be a winner in your chosen category.

Categories:

- Most Inspiring HR Leader of the Year*
- Most Inspiring Senior Leader of the Year*
- Most Inspiring Employee of the Year*

<b>Nominee's description</b> Max. 150 words	<i>Brief overview about individual, their role, history within the workplace and their responsibilities within wellness / HR / mental health prevention.</i>
<b>Nominee's bio</b> Max. 250 words	<i>Nominee's official bio, will be used for future publication.</i>
This section is not part of the judging process.	

<p><b>Written Submission</b> Max. 600 words</p>	<p><i>Explain why the nominee should be considered for an award in the category and outline their contribution to banish stigma around mental health and how they assist implementing and / or improving mental health initiatives at your workplace. Cover the following aspects to demonstrate to the jury that your nominee deserves to be an awards winner in this category:</i></p> <p><b>Engagement:</b> <i>How is the nominee championing the cause, what different approaches do they try to achieve their goals, etc.</i></p> <p><b>Strategy:</b> <i>How does the nominee approach the challenges? Are they collaborating innovative, how do they solve problems, how do they engage workplace and colleagues, etc.</i></p> <p><b>Achievements:</b> <i>What have their efforts achieved so far, are they inspiring others, are achievements sustainable &amp; scalable, how do workplace and employees benefit from actions of your nominee, etc.</i></p>
<p><b>Attachment: Headshot</b></p>	<p><i>High-resolution headshot of nominee – will be used for publication.</i></p>

## Testimonials

You can provide up to three short testimonials from referees about the performance and impact of the nominee to support your entry, e.g. from employees, colleagues, senior leaders. Ensure that testimonials are relevant to your entry, and we recommend providing a mix of different stakeholders.

<p><b>Testimonial: Name</b></p>	
<p><b>Testimonial: Job Title</b></p>	
<p><b>Testimonial: Organisation</b></p>	
<p><b>Testimonial: Relation</b></p>	<p><i>What is the relationship between referee &amp; nominee?</i></p>
<p><b>Testimonial: Quote</b> Max. 150 words</p>	<p><i>Quote what your testimonial says about your mental health in the workplace achievements.</i></p>

## Supporting Material

### Workplace Recognitions

You can add up to three pieces of supporting material in this section. Upload media to showcase and support your entry, such as videos, your mental health strategy documents, company policy, etc. You don't have to provide supporting material, but doing so can help judges get a better insight into your achievements. **If you submit more than 3 pieces of**

**material, This Can Happen will delete the latest uploaded material. So please ensure outside your company’s logo, you only upload 3 pieces of supporting material.**

Ensure that everything provided relevant to your entry, as irrelevant supporting documents will be removed before going into the judging round. Also think of the workload for judges (so e.g. refrain from uploading a 10+ pages report or a 20+ presentation).

<b>Attachment: Name</b>	<i>Name (Type) of supporting material, e.g. Newspaper Article about XYZ, Event video of XYZ.</i>
<b>Attachment: Brief description</b>	<i>Give a brief description about your supporting material.</i>
<b>Attachment: Workplace Logo</b>	<i>You must provide us with a high-resolution version of your workplace logo, which will be used for publication. This will not count toward your maximum number of 3 supporting material pieces.</i>

### Individual Recognitions

You can add up to two pieces of supporting material in this section. Upload or link media to showcase and support your entry, such as videos, internal newsletter, etc. You don't have to provide supporting material but doing so can help judges get a better insight into your achievements. **If you submit more than 2 pieces of material, This Can Happen will delete the latest uploaded material. So please ensure outside your company’s logo, you only upload 2 pieces of supporting material.**

Ensure that everything provided relevant to your entry, as irrelevant supporting documents will be removed before going into the judging round. Also think of the workload for judges (so e.g. refrain from uploading a 10+ pages report or a 20+ presentation).

<b>Attachment: Name</b>	<i>Name (Type) of supporting material, e.g. Newspaper Article about XYZ, Event video of XYZ.</i>
<b>Attachment: Brief description</b>	<i>Give a brief description about your supporting material.</i>
<b>Attachment: Workplace Logo</b>	<i>You must provide us with a high-resolution version of your workplace logo, which will be used for publication. This will not count toward your maximum number of 2 supporting material pieces.</i>

### Material Specifications

**Material may be supplied as follows:**

1. Upload JPEG, JPG, PNG, MOV or PDF files. Maximum file size is 10MB per piece. A maximum of three pieces can be provided with your entry through upload.
2. Please do not upload any further written material as the judges will not consider these. The written component of your entry should be fully explained within the provided form fields.

# Categories

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## Workplace Recognitions

These categories recognise the various aspects of delivering a successful workplace mental health strategy.

Entries will be judged based on their strategy, execution and implementation, as well as the results and impact. Additionally, judges will be looking for evidence of a supportive environment in each workplace, and considering areas such as employee inclusivity, the interaction between their strategy and wider culture of the workplace, and its policies to promote the active involvement of employees with experience of poor mental health in all decisions affecting them.

### **1. Best Mental Health in the Workplace Strategy: Large Company**

This award recognises workplaces with over 750 employees that have implemented an exceptional strategy to strengthen mental health in the workplace. Entries should consider:

- how strategies are implemented from top to bottom
- successfully breaking stigma around mental health with executive buy-in, resulting in company-wide cultural change
- delivery of measurable improvement and success.

Entrants should also demonstrate an inclusive, preventive and supportive approach to mental health and wellbeing. This could showcase how considerations around mental health are reflected in a strategic approach and wider policies and systems that flex to the needs of all employees, for example, recognising that good mental health cannot be taken for granted, by encouraging reasonable adjustments and flexible working.

### **2. Best Mental Health in the Workplace Strategy: SME**

This award recognises workplaces with fewer than 750 employees that have implemented an exceptional strategy to strengthen mental health. Entries should consider:

- how strategies are implemented at all employee levels
- successfully breaking stigma around mental health with senior buy-in, resulting in company-wide cultural change
- delivery of measurable improvement and success.

Entrants can demonstrate how a smaller organisation, which may not have in-house wellbeing expertise, has used outside resources successfully to integrate mental health into wider wellbeing strategies.

### **3. Best Mental Health in the Workplace Strategy: Multinational Implementation**

This award recognises workplaces that have successfully implemented a strategy to strengthen mental health in their workplaces in two or more countries. Entries should consider:

- how strategies are implemented at all employee levels
- successfully breaking stigma around mental health with senior buy-in, resulting in company-wide cultural change
- delivery of measurable improvement and success
- recognising local and cultural differences in the implementation yet achieving a holistic approach throughout the different countries.

Entrants should also demonstrate an inclusive, preventive and supportive approach to mental health and wellbeing.

### **4. Best New Workplace Approach to Mental Health**

This award will be given to a workplace that has recently recognised explicitly the importance of addressing mental health, and within the past 18 months has taken first steps to change the culture via a holistic and focused approach to maintaining and improving the mental health of all employees.

Due to the limited timeframe companies at this stage of their mental health journey have had to see the benefits of this work emerge, judges will not focus solely on outcomes but will consider the impetus and process behind the initiative and the action plan to deliver it.

#### **5. HR/D&I/Wellbeing Team of the Year**

This award is aimed at motivating and celebrating those teams – including project teams – who have a positive impact across their workplace. Whether large or small, the team – which could represent HR, Wellbeing and/or Diversity/Inclusion functions – should demonstrate that they have been crucial in driving the implementation of mental health initiatives and strategies and delivering measurable results for their workplace.

#### **6. Employee Network of the Year**

Many workplaces have established peer networks in their workplace to support colleagues and drive change within mental health. These include Mental Health First Aiders, ambassadors, champions, or advocating employee groups that commit to supporting colleagues in addition to their day job. This category looks to identify networks that can demonstrate how they have been instrumental in supporting colleagues in the workplace and give examples of how their network has been a success.

#### **7. Best Targeted Mental Health Initiative**

This category celebrates mental health campaigns and initiatives that workforces have implemented for either (a) a specific group of employees, or (b) a specialist initiative to solve a particular workplace challenge – for example, addressing working from home, furlough, men and mental health, addiction at work, menopause in the workplace, or stress in the workplace. Entries should clearly outline the target group or issue addressed and demonstrate how the initiative improved the situation for the target group or solved the challenge.

#### **8. Product Impact Award**

This category recognises the impact of a product that assists organisations with their workplace mental health programmes. Products can include but are not limited to physical products, courses and technological products such as apps. Entries should be submitted in the form of two case studies and demonstrate how the product is supporting mental health in the client organisation(s), including the results and impact it achieved. Approved client testimonials will be required for this category.

#### **9. Mental Health Consultancy Award**

This category recognises consultants, trainers or agencies that can demonstrate that their work with their client(s) has delivered a successful and implementable strategy. This category is looking for the outstanding mental health consultancies, trainers and agencies that help develop and implement mental health strategies together with their clients. This category looks for best-in-class organisations and individuals that can clearly demonstrate how their work has helped to break down the stigma around mental health. Judges will be looking for tailored strategies, evidence-based action plans and the delivery of measurable improvement and success.

Entries should be submitted in the form of two case studies, and client testimonials will be required for this category.

#### **NEW 10. Best Integration of Mental Health into Diversity & Inclusion Strategy**

Many organisations have worked hard to integrate a mental health strand into their diversity and inclusion strategy. This award recognises those organisations that have successfully achieved this by demonstrating that mental health does not stand alone, but rather is woven into the overall culture of the workplace. Judges will be looking for examples of how this has been achieved.

#### **NEW 11. Best Adaption to working through Covid**

Covid-19 has accelerated the move to flexible working, blurring the boundaries between work and personal time and increasing reliance on technology. From working from home and hybrid meetings to returning to the office, workplaces faced several challenges in adapting to the changing environment. Winners in this category will demonstrate how they embedded the wellbeing of their employees in their people strategies, and how they created a healthy workplace culture to protect the wellbeing, work-life balance and mental health of their employees and leaders.

#### **NEW 12. Best Corporate Social Responsibility Engagement in Mental Health**

This award recognises organisations that have used their resources to create a meaningful change in mental health which support its employees, customers, communities and/or brand reputation. Judges will be looking for outstanding work where an organisation can demonstrate how it has created a positive mental health campaign.

## Individual Recognitions

These categories recognise individuals and their contribution to breaking the stigma around mental health at their workplaces.

Nominees will be judged based on their engagement, strategy and achievements.

#### **13. Most Inspiring HR Leader of the Year**

This category recognises those senior leaders within HR / Wellbeing / D&I who have truly led from the front to banish stigma around mental health, and who have actively campaigned within their organisation to ensure colleagues are appropriately supported by their employer. Entrants are nominated by their company.

#### **14. Most Inspiring Senior Leader of the Year**

This category recognises those C-Suite / senior executives / directors who have truly led from the front to banish stigma around mental health, and who went above and beyond their day job to advance the mental health in the workplace agenda within their organisation to ensure colleagues are appropriately supported by their employer. Entrants are nominated by their company.

#### **15. Most Inspiring Employee of the Year**

This category recognises an individual who has inspired their workplace by breaking stigma around mental health as well as growing awareness of how a workplace can focus on positive mental health. This role should be in addition to the individual's day job and they can be nominated by their company or colleagues.

# Recognition for Excellence and Outstanding Engagement (non-entering)

These two categories are non-entering. The winners will be chosen by the judges' panel and the founders of This Can Happen.

## 18. This Can Happen Grand Prix Winner 2022

This award is given to the most outstanding award entry, chosen by our panel of esteemed judges.

## 19. Founder's Choice Award: Outstanding Service to Mental Health

This discretionary award is given to an individual or organisation that the Founders of This Can Happen feel deserves the recognition for their work in promoting excellence in mental health.

## Judging Criteria

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### Workplace Recognitions

These categories recognise the various aspects of delivering a successful workplace mental health strategy.

Entries will be judged in the online round based on their strategy (30%), execution & implementation (30%) and results & impact (40%), with variations for **Best New Workplace Approach to Mental Health** (results only counts 20%) and the **HR/Wellbeing** and **Employer Network** categories (both will get extra recognition for the team). **Product / Service Impact Award & Mental Health Consultancy Award** will be scored 50%/50% based on the provided case studies. Additionally, judges will be looking for evidence of a supportive environment in each workplace, along with consideration of areas such as employee inclusivity, the interaction between their strategy and wider culture of the workplace and its policies to promote active involvement of employees with experience of poor mental health in all decisions affecting them. The highest scoring entries from the shortlisting round will make the shortlist. Judges then come together in person and decide through discussions and voting on the winner.

Examples for mentioned additional criteria could range from introducing measures for staff awareness and provision of mental health expertise to training of line managers, changing of policies and internal communication.

### Individual Recognitions

People entry submission are always difficult to judge. As a guide the jury will be given the following criteria as orientation, should they have difficulties deciding between candidates:

- **Engagement (40%)**
- **Strategy (20%)**
- **Achievements (40%)**

highest scoring entries from the shortlisting round will make the shortlist. Judges then come together in person and decide through discussions and voting on the winner.

## FAQs

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### **This award sounds excellent! When can I start submitting our work? And how long do I have to submit this year?**

This Can Happen Awards open for entries on the 24<sup>th</sup> January 2022, and you will have time to submit your entry until the 17<sup>th</sup> March 2022.

### **How do I apply for the awards? Do I have to pay to enter?**

To start a submission, visit <https://thiscanhappen.awardsplatform.com/>, register, and proceed to the “Entries” tab, and start your entry in “My entries”. Entries will be charged a discounted fee of £129 per entry up to the early bird deadline on 17<sup>th</sup> February, and a minimal fee of £169 per entry after the 17<sup>th</sup> of February 2022 and before the 18<sup>th</sup> March. Any entries submitted after the 17<sup>th</sup> of March will incur a £30 late fee on top of the standard rate. VAT will be applicable for entrants from the UK.

### **I really want to enter, but I don't have all the information yet.**

Our awards entry system allows you to revisit your entries whenever you want and amend it as much as you want until 17<sup>th</sup> March. As long as we see that you have entries in our system, we will not delete the draft entry, but we will check with you at the approaching deadline, if you wish to complete your submission. It will also save your information automatically, so you can leave your submission and return to it whenever it works for you.

### **I don't know what category of award I should enter.**

Like the rest of our application process, this can be changed at any point up until the 17<sup>th</sup> March, so you are welcome to discuss it at length with your team before coming to a decision. Should you still be unclear where your initiative would best fit, just send our awards team some details about it, and they can give you advice as where they seem your entry standing their best chances. Just email them at [awards@tchevents.com](mailto:awards@tchevents.com).

### **I think that my submission is applicable to multiple categories. What do I do?**

This is not a problem, as your entry may be a good fit for more than one category. As long as your entry is relevant for your chosen categories, there are no restrictions as to how many times you can enter. However, we recommend you to tailor your submission to the categories, and ensure judges can see why your submission is standing out in its chosen category.

### **I, or my organisation, want to try entering multiple times. Can I/we? Will this lower my/our chances of winning?**

You're welcome to enter as many initiatives and categories as you want. Our panel of judges will assess each entry on its particular merits for the entered category, and there is no judging penalty if you've submitted a different initiative already. If, for example, a workplace produces three truly outstanding attempts at improving mental health issues at the workplace, our judges will reward their insight and creativity with three awards.

### **In which category should I enter my workplace? I think it's relevant for more than one, or am not sure it has one at all.**

Please see <https://www.thiscanhappenawards.com/award-categories> for the list of category descriptions. We hope this clarifies the nature of each category and helps you to come to a decision. We also remind you that you don't need to decide just yet! The nature of our submission process means that you can make this decision at the last minute, when



your team has had ample opportunity to consider. If you need any further clarification, please email the awards team at [awards@tchevents.com](mailto:awards@tchevents.com).

**Can I submit more than one initiative into the same category? Is this allowed?**

In certain categories this could be relevant and it is allowed. The relevant categories are:

*Best Targeted Mental Health Initiative*

Should you feel that your workplace has executed – for example – three worthwhile initiatives or campaigns for the Best Targeted Mental Health Initiative category, then please do enter all three initiatives into this category. Furthermore, should your workplace have more than one HR or wellbeing Team that deserves recognitions for their achievements, then multiple teams can be entered into the *HR / D&I / Wellbeing Team of the Year* category.

**Can I enter more than one entry? Do I have to open a new account for each of my entries or can I upload all the projects in my first account?**

Yes, you can enter as many entries you wish using the same account. For each new entry you will need to fill out all the information. However, our entry system has a cloning function to help you save time copying information from one entry to another. You do not need to create different accounts for different entries.

**Our strategy has not been implemented yet - it is still an idea to be implemented in the future. May I submit it for the awards anyway?**

We only accept strategies that have been implemented already. Should you just recently have implemented your strategy, then you can consider entering *Best New Workplace Approach to Mental Health* as in this category judges won't give the same weight to results as in the other categories, since result need time to fully come into effect. However, if you have not even implemented a strategy yet, we recommend you to start documenting it, and then be ready to enter our awards next year.

**Can I nominate myself for the Individual Recognitions category?**

Yes, you can nominate yourself although you will need the approval from your workplace that they are happy for you to enter.

**Can I enter more than one person into the Individual Recognitions categories?**

Yes, you can nominate more than one person but please note that there is likely to be only one winner per category. At the judges' discretion they may decide to award a Highly Commended. Should you be part of a team that has worked together towards a common goal, we recommend that you consider entering the **HR/ D& I / Wellbeing Team** category instead.

**Do I receive feedback?**

Due to the large amount of submissions, we are unable to give feedback to entrants who fail to proceed to the final stage. However, we encourage judges to leave comments on your entry and you will be able to log back into the system and see any comments that would have been left by the judges.

**Who is judging my entry? How does the judging process work?**

Our prestigious judges are all experts in their field and have vast practical experience in workplace mental health. You will be able to see the announced judged on <https://www.thiscanhappenawards.com/our-judges>. We ensure that every entry is reviewed by a minimum of four different independent judges, thus ensuring that judgements are as robust as possible.

We are currently recruiting a team of 30 independent judges, with experience ranging across sectors, disciplines, and specialisms. Judges will be recruited from multiple sources to ensure a diverse jury will judge the diverse set of entries.

For insight into the criteria by which we judge applications, please consult this entry guide.

The first round of judging will be happening online after the entry deadline, in which our judges determine the shortlist. The shortlist will be announced on the 19<sup>th</sup> May 2022. The full shortlist will be available on the website, and shortlisted entrants will be notified via a message through the entry system. Entries cannot be amended after the deadline, so entries will go into the final round with the same information as submitted for the first round.

To determine the final winners, judges will come together in person, go through each category, discuss all the shortlisted entries and vote on the winner. Every category can have one winner and up to two highly commended entries. In rare cases, judges may decide not to give a winner if none of the entries is deemed as strong enough. Judges will also select one winner only out of all shortlisted entries to be awarded the *This Can Happen Grand Prix Winner 2022*. Judges' decisions will be based on majority votes. The winners are not announced before the awards announcement, nor will unsuccessful shortlisted applicants be notified.

#### **When and how will I find out if I have been shortlisted/ if I have won?**

Please consult the Key Dates section at the top of the FAQs. All shortlisted applicants will be notified by Thursday 19<sup>th</sup> May 2022. Winners will be announced at the end of June 2022.

#### **What is the reward for winners? Do shortlisted entries receive any recognition?**

This Can Happen Awards Winners will receive a trophy as well as a This Can Happen Awards E-Badge to use for marketing and PR purposes. Highly recommended entries will receive a certificate and an E-Badge. Shortlisted entrants will receive a This Can Happen Awards Shortlisted E-Badge. All winners and shortlisted entrants will have their entries showcased on the awards entry gallery online, and winners will be published in eBook and Book of the Night.

#### **How can I pay for the entries?**

You will be able to pay with credit card only upon check-out. We accept Visa, MasterCard & American Express.

#### **What happens if I don't receive a confirmation email after sending in my entry?**

Please do check your spam folder should you have not received a confirmation. You can also check the status of your entries in the entry system.

#### **What should I do if I've lost my password?**

You can reset your password directly at the log-in page from the awards entry system. It will send you an email with a link to reset your password.

#### **Still have a question that is not covered here?**

Get in touch with our Awards team via [awards@tchevents.com](mailto:awards@tchevents.com), who can help you with your enquiry.