



THE KING'S AWARDS FOR ENTERPRISE: PROMOTING OPPORTUNITY 2027



This PDF version of the Promoting Opportunity Award application is for **reference only**.

To apply for this award, **you must complete the online form. Do not send this PDF version of the form** to apply for this award.

Before you begin:

The application process:

1. Complete the online eligibility questionnaire before you start preparing the answers
 - This is to ensure that your organisation meets the key eligibility criteria for an award.
 - It will take about 10 minutes to complete.
2. Complete the online form
 - You can use the PDF version of the application form for planning purposes only.
 - You **must** complete the **online form**.
 - The online form can be completed over a number of days.
 - You can save and return to the online form at any point.
 - Collaborators can work on the form simultaneously in different sections. However, we advise that one person works on a section at a time to avoid data saving issues.
3. Submit your application
 - The deadline for submissions is **9 Sep 2026** at 1:00pm.
 - You can still edit submitted applications up to this date.

Guidance on answering questions:

- Read through all the questions carefully before starting to answer so that you can plan your responses and avoid repetition.
- Plan enough time to prepare your responses, allowing time for refinement to ensure high-calibre submission before the deadline. Previous applicants reported taking at least 20 hours to complete the form, and a very few said they needed up to 50 hours.
- Sections C and E require longer text responses - start planning these as soon as you can.
- You may want to spread your application over several weeks to allow time for collecting external evidence.
- You may need to get your accountant to help with section D - allow sufficient time for that.
- All questions are mandatory unless specified otherwise, but if the question is not applicable to your organisation, you can state so, explaining why it is not applicable.
- Question numbers in the online version of the form aren't always consecutive, as we show and hide different questions depending on your previous answers.
- Your information is only shared with those involved in the assessment process.

Copying answers from a document into online application forms

If you want to copy your answers from a text document like Microsoft Word into an online application form, please paste text without formatting for it to appear correctly. You can do so in one of three ways:

1. Remove formatting when pasting

- Use the shortcut Ctrl+Shift+V (Windows) or Command+Shift+V (Mac) to paste text without formatting.

2. First remove formatting in Microsoft Word

- Option 1: Select the text and press Ctrl+Shift+N (Windows) or Command+Shift+N (Mac).
- Option 2: Select the text and click the 'Clear Formatting' button on the Home tab.

3. Use an online tool

- Use an online tool to remove formatting, such as <https://www.striphtml.com/>.

Use of web-based AI and editing tools in King's Awards applications:

We recognise that web-based AI and editing tools can greatly assist writing and editing and can help improve grammar and overall style. There may be issues to consider when entering information and generating text via web-based AI and online editing tools. We have included more guidance online in the 'Useful Application Info' section.

Need help?

If you need digital assistance with filling in the form or have any questions, please feel free to get in touch with us:

By calling 020 4551 0081

Or emailing kingsawards@businessandtrade.gov.uk

CONSENT & DUE DILIGENCE:

About section A

This section is to confirm that you have the authorisation to apply, that your organisation's past and present conduct would not cause reputational damage to the Awards, and what will happen after you apply in terms of due diligence and verification of commercial figures. We recommend you carefully answer section A questions before proceeding with the rest of the application.

A1.1. Consent to apply granted by the head of the organisation

- ☐ I confirm that I have the consent of the head of my organisation to fill in and submit this entry form.

A1.2. Details of the head of your organisation

Title:

First name:

Last name:

Job title or role in the organisation:

Email address:

Personal Honours (optional):

A2. Organisation's conduct & due diligence checks

Please note that A2 is just a heading for the following sub-questions.

Before you apply, please consider any issues that may prevent your application from receiving routine clearance as part of the due diligence process that we undertake with a number of Government Departments and Agencies informing the decision to grant an award.

You must be able to show responsible business conduct concerning the environment, wider society, your workforce, customers, suppliers, and corporate governance. This includes having a good, continuous compliance record over a period of 2 years or the application period, whichever is longer.

Please check with your directors, accountant and legal representatives to see if there are any issues before applying.

Some examples of issues that may prevent your organisation from receiving final clearance for The King's Awards for Enterprise Award:

- Fines, penalties or warnings received from any government department or agency;
- Not paying the right amount of tax on time;
- Non-compliance with regulations;
- Failure to pay your workforce the minimum wage;
- Accident within the workplace which has resulted in harm being caused to the environment or workforce;
- Environmental pollution;
- Failure to fully comply with administrative filing requirements as stipulated by any Government Department or Agency.

Government Departments and Agencies we undertake due diligence checks with:

- Biotechnology & Biological Sciences Research Council
- Cabinet Office
- Charity Commission
- Companies House
- Competition and Markets Authority
- Crown Commercial Service
- Department for Business and Trade
- Department for Communities and Local Government
- Department for Culture, Media & Sport
- Department for Education
- Department for Energy, Security and Net Zero
- Department for Environment, Food & Rural Affairs
- Department for International Trade

- Department for Science, Innovation and Technology
- Department for Transport
- Department of Economic Development, Isle of Man
- Department for the Economy NI
- Department of Health
- Environment Agency
- Financial Conduct Authority
- Food Standards Agency
- Forestry Commission
- Guernsey Government
- Health and Safety Executive
- HM Courts & Tribunals Service
- HM Revenue & Customs
- Home Office
- Insolvency Service
- Intellectual Property Office
- Invest NI
- Jersey Government
- Ministry of Defence
- Ministry of Justice
- Medical Research Council Technology
- National Measurement Office
- Natural England
- Natural Environment Research Council
- Office of the Scottish Charity Regulator
- Scottish Government
- Scottish Environment Protection Agency
- Scottish Funding Council
- Serious Fraud Office
- Trades Union Congress
- UK Export Finance
- Wales Government

Non-compliance that occurred and was resolved before the period covering your application will be assessed on a case-by-case basis.

A2.1. Strong environmental, social, and corporate governance (ESG) record

- ☐ I confirm that we have demonstrated strong environmental, social and corporate governance practices for at least 2 years or the application period, whichever is longer.

A2.2. Please explain any statutory or regulatory issues that you have overcome in recent years and the remedial steps you have taken.

For example, non-compliance, breaches, or fines.

Word limit: 200

A2.3. Organisation's conduct

The King's Awards for Enterprise recognises leaders in their field who adopt exemplary working practices and inspire other businesses. The King's Awards for Enterprise recipients' past and present conduct should not cause reputational damage to the Awards. On this basis, are you satisfied that your organisation would merit a Royal Award?

☐ Yes

☐ No

A2.4. Consent to enquiries by The King's Awards Office

- ☐ I consent to all necessary enquiries being made by The King's Awards Office concerning this entry. This includes enquiries made of Government Departments and Agencies in discharging their responsibilities to vet any business unit which might be granted a King's Award to ensure the highest standards of propriety.

A2.5. Agree to the outcome of the due diligence checks

- ☐ I understand and agree that the outcome of the due diligence checks undertaken by The King's Awards for Enterprise Office with Government Departments and Agencies is final and cannot be overturned. The King's Awards Office is impartial and cannot arbitrate.

A3. Commercial performance

You will have to provide financial information and related financial statements for the three most recent financial years (covering 36 months) to demonstrate that the organisation is financially viable.

For the purpose of this application, your most recent financial year is your last financial year ending before the 9th September 2026 - the application submission deadline.

If you haven't reached your most recent year-end, you can provide estimated figures in the interim.

- ☐ I understand that I have to provide financial information and related financial statements for the three most recent financial years (covering 36 months) to demonstrate that the organisation is financially viable.

COMPANY INFORMATION:

About section B

The purpose of this section is to collect specific information about your organisation. It is important that the details are accurate as they cannot be changed after the submission deadline.

This information will help us to identify your organisation and will also enable us to undertake due diligence checks with other Government Departments and Agencies if your application is shortlisted.

Small organisations

The King's Awards for Enterprise is committed to acknowledging the efforts of eligible organisations of all sizes. If you are a small organisation, please do not be intimidated by the questions that are less relevant to you – answer all questions to the degree that you can and provide evidence of impact. During the assessment of your application, the size and sector of your organisation will be taken into consideration.

B1. Are you applying on behalf of your:

- ☐ Whole organisation (with ultimate control)
- ☐ A division, branch or subsidiary

! Where we refer to 'your organisation' in the form, enter the details of your division, branch or subsidiary.

B2. Does your organisation operate as a principal?

We recommend that you apply as a principal. A principal invoices its customers (or their buying agents) and is the body to receive those payments.

- ☐ Yes
- ☐ No

B2.1. Explain your relationship with the invoicing unit and the arrangements made.

Answer this question if you selected 'No' in question B2.

Word limit: 100

B3. What type of legal entity is your organisation?

All types of organisations are eligible to apply for The King's Award for Enterprise.

- ☐ Sole Trader
- ☐ Partnership
- ☐ Limited Company (Ltd)
- ☐ Public Limited Company (Plc)
- ☐ Community Interest Company (CIC)
- ☐ Charity
- ☐ Other

Please specify

B3.1. Provide your company or charity registration number or enter 'N/A'.

To be eligible, the organisations must be based in the UK, including the Channel Islands and Isle of Man.

If you're an unregistered subsidiary, enter your parent company's VAT number.

B3.2. Provide your VAT registration number or enter 'N/A'.

If you're an unregistered subsidiary, enter your parent company's VAT number.

B4. Full legal name of your organisation.

If your organisation is a company or charity, please make sure that the name provided is in line with the company or charity registration number.

B4.1. Organisation name as you would like it to appear on the Royal award certificate and announcements.

Usually, this is the same name as your organisation's full legal name.

We can't grant an award to a different legal entity but can grant it to a brand or trading name of the legal entity that has passed the KAE due diligence process. If you choose a brand or trading name, you may be asked to provide evidence that the legal entity uses the trading name or owns the brand.

Please note that this is the name that will appear on your Award certificate if you are successful. We recommend not capitalising all letters as it may affect legibility, as the document uses an ornate typeface.

B5. Date started trading.

Organisations that began trading after 09/09/2024 aren't eligible for this award.

Day Month Year

B6. Trading address of your organisation.

If the address is in one of the Channel Islands or the Isle of Man, select the Bailiwick of Guernsey (for islands of Guernsey, Herm, Alderney and Sark) or Bailiwick of Jersey (for the island of Jersey) or Isle of Man.

If the address is elsewhere in the country, please double-check the county using the GOV.UK tool: <https://www.gov.uk/find-local-council>

Building:

Town or city:

Postcode:

Street:

County/Crown Dependency:

B6.1. Main telephone number.

B7. Contact details for press enquiries.

If your application is successful, you may get contacted by the press.

Provide details of the most suitable person within the organisation to deal with the press. You will have the opportunity to update these at a later date if needed.

Title:

First name:

Last name:

Telephone:

Email address:

B8. Website address.

Please provide the full website address, for example,
<https://www.yourcompanyname.com>

B8.1. Links to social media accounts, for example, LinkedIn, X, Instagram (optional).

Please note, when evaluating your application, the assessors may check your organisation's online presence.

B9. The Standard Industrial Classification (SIC) code.

The Standard Industrial Classification (SIC) is a system for classifying industries. You can find more information about SIC at <https://resources.companieshouse.gov.uk/sic/>.

Select the first four digits of the SIC code that best represents the current activities of your business.

Select The Standard Industrial Classification (SIC) code.

B10. Do you have a parent or a holding company?

☐ Yes

☐ No

B10.1. Name of the immediate parent company.

Answer this question if you selected 'Yes' in question B10.

B10.2. Country of the immediate parent company.

Answer this question if you selected 'Yes' in question B10.

B10.3. Does your immediate parent company have ultimate control of your organisation?

Answer this question if you selected 'Yes' in question B10.

☐ Yes

☐ No

B10.4. The name of the organisation with ultimate control.

Answer this question if you selected 'No' in question B10.3 and if you selected 'Yes' in question B10.

B10.5. Country of organisation with ultimate control.

Answer this question if you selected 'No' in question B10.3 and if you selected 'Yes' in question B10.

B11. Upload an organisational chart. (optional)

You can submit a file in most formats if it is less than five megabytes.

What are the accepted file formats?

You can upload any of the following file formats: chm, csv, diff, doc, docx, dot, dxf, eps, gif, gml, ics, jpg, kml, odp, ods, odt, pdf, png, ppt, pptx, ps, rdf, rtf, sch, txt, wsd, xls, xlsx, xlt, xml, xsl, xslt, zip.

B12. Is this application part of a joint entry with any contributing organisations?

If two or more organisations made a significant contribution to the social mobility initiative, then you should make a joint entry.

Each organisation should submit separate entry forms and cross-reference them.

☐ Yes

☐ No

B12.1. Please enter their names.

Answer this question if you selected 'Yes' in question B12.

Word limit: 100

B13. Did any external organisations or individuals significantly contribute to your social mobility initiative?

Exclude paid suppliers and consultants. Only include organisations that were equal or significant partners.

For example, if you collaborate with many organisations regarding your initiative, but you are leading it, you do not need to include them. However, if you partnered with one or few organisations and together designed and are delivering the initiative, then they should be included.

☐ Yes

☐ No

B13.1. Specify the organisations that have contributed, and state what, how and when they contributed.

Answer this question if you selected 'Yes' in question B13.

Word limit: 100

B13.2. Are they aware that you're applying for this award?

Answer this question if you selected 'Yes' in question B13.

- ☐ Yes, they are all aware
- ☐ No, they are not all aware

! **Notifying all contributors can avoid disputes due to the contributors feeling that their contribution was not acknowledged. We, therefore, recommend that you inform all organisations who have contributed to your social mobility initiative.**

B14. In the last ten years, have you applied for a Queen's/King's Awards for Enterprise in any category?

Please answer yes, even if you have not won any of the Queen's/King's Awards you have applied for.

- ☐ Yes
- ☐ No

B14.1. List the Queen's/King's awards you have applied for in the last 10 years.

Answer this question if you selected 'Yes' in question B14.

Year Awarded - Category - Outcome

B14.2. Have you changed the name of your organisation since your last entry?

Answer this question if you selected 'Yes' in question B14.

- ☐ Yes
- ☐ No

B14.3. Name used previously.

Answer this question if you selected 'Yes' in question B14.2 and if you selected 'Yes' in question B14.

B15. Have you won any other awards in the past?

- ☐ Yes
- ☐ No

B15.1. List the awards you have won in the past.

Answer this question if you selected 'Yes' in question B15.

If you can't fit all of your awards below, then choose those you're most proud of.

Word limit: 150

B16. How did you hear about The King's Awards for Enterprise this year?

Select all that apply.

- ☐ The King's Awards website
- ☐ The King's Awards X
- ☐ Other social media
- ☐ Another website
- ☐ The King's Awards event
- ☐ A third-party exhibition or event
- ☐ A newspaper/publication
- ☐ Word of mouth
- ☐ Other

B17. Diversity in your senior leadership team

Please note that B17 is just a heading for the following sub-questions.

The next few questions ask about the diversity of your senior leadership team. Providing this information is optional, but it helps us better understand our award recipients and improve outreach across different UK business groups. Your responses will be kept confidential and used only internally to support this purpose. You can choose "Prefer not to say" for any question you do not wish to answer.

You can find details about how we manage personal data in the King's Awards for Enterprise Privacy Notice.

B17.1. Which generation(s) are represented in your senior leadership team? (select all that apply)

- ☐ Silent Generation (1928-1945)
- ☐ Baby Boomers (1946-1964)
- ☐ Generation X (1965-1980)
- ☐ Millennials / Generation Y (1981-1996)
- ☐ Generation Z (1997-2012)
- ☐ Prefer not to say

B17.2. Does your senior leadership team include individuals with disabilities?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

B17.3. Which ethnic backgrounds are represented in your senior leadership team? (select all that apply)

- ☐ White
- ☐ Mixed or multiple ethnic groups
- ☐ Asian or Asian British
- ☐ Black, African, Caribbean or Black British
- ☐ Other ethnic group
- ☐ Prefer not to say

B17.4. Does your senior leadership team include women?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

B17.5. Does your senior leadership team include individuals from socio-economically disadvantaged backgrounds?

☐ Yes

☐ No

☐ Prefer not to say

YOUR SOCIAL MOBILITY INITIATIVE:

About section C

This section enables you to present the details of how your organisation has made a difference by promoting opportunity through social mobility for at least two years (a minimum of 24 months).

This award is aimed at:

This award aims to recognise those organisations engaged in an enterprise whose core activity is not social mobility but have initiatives that support it.

Commercial organisations, not-for-profits, social enterprises, and charities are welcome to apply.

The initiative should be structured and designed to target and support people from disadvantaged backgrounds as defined in the list under "Disadvantaged groups" further down in this section.

Please note, to be considered for the award, your initiative must go well beyond compliance with the law in relation to disadvantaged groups.

An initiative could be a programme, activity, course, system, business model approach or strategy, service or application, practice, policy, or product. It can include activities to promote opportunity directly in your organisation or through local or national outreach initiative.

Your answers will provide us with evidence of how this benefits the participants, your organisation and wider society. Explain the reasons why you implemented the initiative and the outcomes it has achieved.

If you have more than one initiative, you can include some or all of them in your answers as long as you are consistent throughout.

Social mobility definition

Social mobility is a measure of the ability to move from a lower socio-economic background to higher socio-economic status.

- Socio-economic background is a set of social and economic circumstances from which a person has come.
- Socio-economic status is a person's current social and economic circumstances.

Disadvantaged groups

For the purpose of this award, we classify people as being from a lower socio-economic background if they come from one of the following disadvantaged backgrounds:

- Black, Asian and minority ethnic people, including Gypsy and Traveller people;

- Asylum seekers and refugees or children of refugees;
- Young people (over 16 years old) with English as a second language;
- Long-term unemployed or people who grew up in workless households;
- People on low incomes;
- Lone parents - single adult heads of a household who are responsible for at least one dependent child, who normally lives with them;
- People who received free school meals or if there are children in the person's current household who receive free school meals;
- Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing;
- Care leavers - people who spent time in care before the age of 18. Such care could be in foster care, children's homes, or other arrangements outside the immediate or extended family;
- Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that;
- People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment;
- People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school;
- People with a physical or mental disability that has a substantial and adverse long-term effect on a person's ability to do normal daily activities;
- People recovering or who have recovered from addiction;
- Survivors of domestic violence;
- Military veterans;
- Ex-offenders;
- Families of prisoners;

This is not an exhaustive list. However, if you are putting forward a group that is not on this list, you will have to explain why you believe the group you support should be considered disadvantaged.

Please note to be eligible for the award, your target group members, the participants, have to be based in the UK (including the Channel Islands and the Isle of Man) and be over 16 years old at the start of the engagement.

Evidence

Applicants need to provide quantitative evidence (for example, numbers, figures)

and qualitative evidence (for example, stories, quotes) to support the claims made.

The evidence could include but is not limited to internal records, third-party data, including independent third-party evaluations, survey responses, interviews, ad-hoc feedback. Please note, while quotes and anecdotal feedback will strengthen your application, they are not sufficient on their own.

Please note that you will need to provide diversity data about people your initiative is supporting. If you are unable to provide this data, we will be unable to assess your application effectively, and you will be ineligible. Some companies have felt they cannot provide the data due to GDPR and concerns over privacy. However, diversity data can usually be provided anonymously and with consent. You can find details about how we manage data in the King's Awards for Enterprise Privacy Notice.

Supplementary materials

To support your answers in this section, you may add up to three short and relevant materials (documents or online links) in Section F, with a maximum size of 5MB each. If used, you must reference the documents clearly by name in your responses. Assessors have limited time to evaluate your application, so additional documents should be short and relevant. Do not use these materials as a substitute for narrative answers to the questions, as they may be overlooked. Please do not combine documents into a single file, and do not link to folders.

Small organisations

The King's Awards for Enterprise is committed to acknowledging the efforts of eligible organisations of all sizes. If you are a small organisation, please do not be intimidated by the questions that are less relevant to you – answer all questions to the degree that you can and provide evidence of impact. During the assessment of your application, the size and sector of your organisation will be taken into consideration.

Small initiatives

The King's Awards for Enterprise recognise that some initiatives will have small numbers. What we are seeking here is a demonstration of the impact - we will consider the type of disadvantaged groups you engage with and how challenging it is to reach out to them, recruit them and provide supportive, sustained activity.

If relevant, please explain such issues and, importantly, show how the numbers you provide link to your goals.

Technical language

Please avoid using technical language - we need to understand your answers without having specific knowledge of your industry. If you use acronyms, please define them when you use them for the first time.

C1. Your social mobility in relation to your whole organisation

Please note that C1 is just a heading for the following sub-questions.

Social mobility is a measure of the ability to move from a lower socio-economic background to higher socio-economic status.

- Socio-economic background is a set of social and economic circumstances from which a person has come.
- Socio-economic status is a person's current social and economic circumstances.

This award is for organisations that are choosing to support social mobility as a discretionary activity (rather than those for whom it is their core activity). Commercial organisations, not-for-profits, social enterprises and charities are welcome to apply.

Where an enterprise has established a subsidiary, the principal activity of which is to promote social mobility, such subsidiaries are eligible.

See examples of eligible organisations and circumstances:

An organisation that supports social mobility as a discretionary activity (social mobility is not its core activity)

- An apprenticeship scheme by an SME or charity with a target of some of these apprentices to be from a disadvantaged socio-economic background, with the aim of most of those apprentices going into employment after the apprenticeship ends.
- A recruitment initiative by a large corporation that aims to have a certain number of recruits from disadvantaged backgrounds.
- A construction company that provides members of its workforce from disadvantaged backgrounds opportunities to improve their skills and advance their careers through academic and other exercises such as mentoring or work placements.
- A charity helping its own employees from less-advantaged backgrounds to secure managerial roles.

A subsidiary with the principal activity of promoting social mobility. However, social mobility is not their parent organisation's core activity.

- A subsidiary of a large retail chain where the subsidiary was created to run a retailer's apprenticeship scheme with priority given to people from disadvantaged backgrounds and with disabilities.

An organisation whose core activity is to improve social mobility and who: i) are making a joint application with one or more businesses, and all the partners will submit separate applications; or ii) have a social mobility initiative for our own workforce.

- A school, college, university, or private training provider that provides skills training, education for its own employees from disadvantaged groups
- A charity that supports its own workforce from disadvantaged backgrounds through mentorship, work placements and campaigning.
- A school, college, university or private training provider who is submitting a joint

application with a business about a programme or intervention it has created or implemented in partnership.

See examples of ineligible organisations and circumstances:

Organisations whose core activity is to improve social mobility and who are applying for this award on the basis of their core activity are **not eligible**. For example:

- A school, college, university, or private training provider that provides skills training or education and are applying on the basis of the training that they provide for people from disadvantaged groups.
- A charity that supports people from disadvantaged backgrounds through mentorship, work placements and campaigning and is applying on the basis of that work.

C1.1. Select a statement that best describes your social mobility in relation to your whole organisation:

If you have selected option D, you are not eligible to apply for this award. Organisations whose core activity is to improve social mobility (including all education and training providers) are not eligible if applying based on business-as-usual activities. As an enterprise award, it is focused on recognising social mobility initiatives that are discretionary or that are in partnership with businesses for whom it is discretionary.

- ☐ a) We have an initiative that supports social mobility as a discretionary activity (social mobility is not our core activity).
- ☐ b) We are a subsidiary with the principal activity of promoting social mobility. However, social mobility is not our parent organisation's core activity.
- ☐ c) We are an organisation whose core activity is to improve social mobility, and we: i) are making a joint application with one or more businesses, and all the partners will submit separate applications; or ii) have a social mobility initiative for our own workforce.
- ☐ d) We are an organisation whose core activity is to improve social mobility, and we are applying for this award on the basis of our core activity.

C2. What type of activities does your initiative focus on to make a positive impact by promoting opportunity through social mobility?

If necessary, you can select more than one activity.

- ☐ **Careers advice** - providing careers advice or information to help people from disadvantaged backgrounds make more informed career choices as part of your recruitment initiatives such as traineeships, internships, apprenticeships or graduate schemes.
- ☐ **Fairer recruitment** - widening your recruitment pool and making your

recruitment process fairer by assessing potential skills rather than background - socio-economic or academic.

- ☐ **Skills development** - providing activities or training to help people from disadvantaged backgrounds to develop hard skills (for example, numeracy, computer literacy, cooking) or soft skills (for example, workplace communication, effective workplace relationship development). This may include the development of aspirations and increasing motivation.
- ☐ **Work placements** - preparing people from disadvantaged backgrounds for the world of work through inspiring work experiences and internships.
- ☐ **Early careers** - fostering a youth-friendly culture in your workplace where younger employees from disadvantaged backgrounds are invested in and developed to progress in their careers.
- ☐ **Job opportunities** - broadening access to job opportunities by creating accessible routes to employment. This could be by providing jobs for people from disadvantaged backgrounds who are leaving school, college, university or prisons, for example, through quality traineeships, internships, apprenticeships or graduate schemes.
- ☐ **Advancement** - developing career paths to senior positions for those from disadvantaged backgrounds and tracking the progress of employees from non-graduate routes.
- ☐ **Advocacy and leadership** - demonstrating strong external leadership or advocacy promoting social mobility within and beyond your organisation. For example, by getting more staff involved in efforts to improve social mobility by encouraging supply chains to take action on social mobility.
- ☐ **Other activity types - list the activities in C2.1**

C2.1. Please list other activity types

Answer this question if you selected 'Other activity types' in question C2.

Word limit: 50

C3. Initiative overview

Please note that C3 is just a heading for the following sub-questions.

C3.1. Provide a one-line description of your initiative.

This description will be used in publicity material if your application is successful.

Some good examples from previously shortlisted organisations:

- X unleashes potential through direct employment - removing barriers to work,

developing people and strengthening communities.

- As a physical and social regeneration business, promoting opportunity is central to X's activities.
- X programme helps people into meaningful work after prison, homelessness or other significant personal challenges.

Word limit: 15

C3.2. Briefly describe your organisation's core activities and primary business purpose.

This is to help assessors understand the context in which your social mobility initiative operates.

What does your organisation do as its main business or primary purpose? What products, services, or activities form the core of your organisation's work?

NOTE: This question is for context only and is not scored. It helps assessors understand that your social mobility initiative is discretionary (going beyond your core business activities).

Word limit: 150

C3.3. Describe your initiative.

What does it do, who does it support, and why did you create it?

Please explain:

- What the initiative provides and how it works
- Who it is designed to support (which disadvantaged groups)
- What motivated you to create it and what need or barrier it addresses
- How it aligns with your organisation's values

Word limit: 400

C3.4. What makes your initiative exemplary, and what evidence do you have?

Describe what makes your initiative stand out, and provide evidence to support this.

For example:

- Your distinctive approach or innovative practices
- How you've overcome barriers others haven't
- Outcomes that exceed typical results
- Evidence such as awards, independent evaluations, comparative data, participant feedback ratings, or recognition from sector bodies

Word limit: 400

C3.5. Who is responsible for and who runs the initiative?

Please provide:

- Who has overall responsibility for the initiative within your organisation (e.g., board member, director, senior manager)
- Who runs the initiative day-to-day (their title and role)
- Any team or resources dedicated to delivering the initiative

NOTE: For small organisations without a formal board structure, overall responsibility might rest with the owner, Managing Director, senior partner, or a trustee.

Word limit: 200

C4. Goals and outcomes

Please note that C4 is just a heading for the following sub-questions.

C4.1. What goals or targets did you set, and how do you monitor progress?

Please describe:

- What specific goals or targets you set for your initiative and how these were determined
- How you monitor performance against these goals or targets
- What mechanisms or systems you use for tracking and measurement
- How you ensure the quality and accuracy of your data

Your goals or targets should align with the types of activities you listed in C2 (earlier in the form) as well as the impact data you will provide in C5.2.

Example: "We set a goal of supporting 25 ex-offenders into employment within 12 months, based on our capacity and local employer demand. We track this using a monthly spreadsheet where we record participant progress, job applications, interviews, and placements. Our Programme Manager reviews this monthly and reports quarterly to our Board."

Word limit: 300

C4.2. How do your outcomes compare to your goals, and what have you learnt?

Please describe:

- How your actual outcomes compare to the goals or targets you set (Do you meet them, exceed them, or are there shortfalls?)
- If there are shortfalls, explain the reasons why they occur and what you do to address them
- What you have learnt from monitoring outcomes and how this has shaped improvements to the initiative

- How you collected and verified the impact numbers you will provide in the data tables

Word limit: 300

C5. The impact on participants.

Please note that C5 is just a heading for the following sub-questions.

NOTE ON EVIDENCE:

Throughout this section, please provide specific evidence to support your claims. Strong evidence includes:

- Independent third-party evaluations or reports
- Survey data with response rates and methodology
- Before-and-after comparisons showing change
- Participant quotes (with permission) that illustrate impact
- Awards or recognition from credible external bodies
- Comparative data showing your outcomes versus sector norms

Avoid unsourced claims or assertions without supporting data.

IMPORTANT CONTEXT:

For the purpose of this application, the disadvantaged participants are as defined in the list under "Disadvantaged groups" at the start of this section.

To be eligible for the award, the participants must be based in the UK and be over 16 years old at the start of the engagement with your initiative. If your organisation is based in the Channel Islands or Isle of Man, for the purpose of this award application, you should count only the participants who are located there (do not count participants who are in the UK).

A participant may fit into more than one disadvantaged group category or activity type - you can count them more than once by including them in each relevant category. However, when you count the total, only count them once.

C5.1. What disadvantaged groups does your initiative support?

Select all that apply.

- ☐ Black, Asian and minority ethnic people, including Gypsy and Traveller people
- ☐ Asylum seekers and refugees or children of refugees
- ☐ Young people (over 16 years old) with English as a second language
- ☐ Long-term unemployed or people who grew up in workless households
- ☐ People on low incomes

- ☐ Lone parents - single adult heads of a household who are responsible for at least one dependent child
- ☐ People who received free school meals or if there are children in the person's current household who receive free school meals
- ☐ Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing
- ☐ Care leavers - people who spent time in care before the age of 18
- ☐ Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that
- ☐ People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment
- ☐ People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school
- ☐ People with a physical or mental disability that has a substantial and adverse long - term effect on a person's ability to do normal daily activities
- ☐ People recovering or who have recovered from addiction
- ☐ Survivors of domestic violence
- ☐ Military veterans
- ☐ Ex-offenders
- ☐ Families of prisoners
- ☐ Other disadvantaged group

C5.1.1. Please provide details.

Answer this question if you selected 'Other disadvantaged groups' in question C5.1.

Explain what this group is and why you believe they should be considered disadvantaged for the purpose of this award.

Word limit: 300

C5.2. Participant impact data tables

Please note that C5.2 is just a heading for the following sub-questions.

Four Tables Showing Three-Year Trends

INSTRUCTIONS:

- Complete the four tables below for your THREE most recent years
- Each table will automatically show only the disadvantaged groups you selected in C5.1
- Enter "0" if none for any cell
- The system will automatically calculate totals and proportions
- The year-across format makes it easy for assessors to see growth trends at a glance

C5.2.1. Specify your three years:

Select your three most recent years of data.

Year 1: ———

Year 2: ———

Year 3 (Most Recent): ———

IMPORTANT - HOW TO COUNT PARTICIPANTS

Intersectionality (Multiple Disadvantages):

Some participants face multiple disadvantages. Count them in EACH relevant disadvantaged group row, but only ONCE in each of the total rows (both the subtotal and the final total).

Example 1 - Individual participant:

Sarah is both a care leaver AND from an ethnic minority background.

In Table 1 (Total Participants Supported):

- Care leavers row: Count Sarah (1)
- Black, Asian and minority ethnic people row: Count Sarah (1)
- SUBTOTAL Disadvantaged participants: Count Sarah once (1)
- TOTAL PARTICIPANTS: Count Sarah once (1)

Why? We count Sarah twice in the group rows because she belongs to two groups, but we count her only once in the subtotal and once in the total, so she doesn't inflate our overall numbers.

Example 2 - Multiple participants with numbers:

Your initiative supports 3 people:

- Sarah: Care leaver + Ethnic minority
- James: Care leaver only
- Maria: Ethnic minority only

Disadvantaged Group	Count
Care leavers	2 (Sarah + James)
Black, Asian and minority ethnic	2 (Sarah + Maria)
SUBTOTAL Disadvantaged	3 (not 4!)
TOTAL PARTICIPANTS	3

Notice: Group rows add up to 4, but subtotal is 3 because Sarah is counted in both groups but is only one person.

This same principle applies to Tables 2, 3, and 4. If Sarah achieves an employment outcome, count her in both relevant group rows, but only once in the "TOTAL WITH EMPLOYMENT OUTCOMES" row.

Multiple Outcomes: A participant can achieve different types of outcomes in the same year. If Sarah gains a qualification (Table 3) AND gets a job (Table 2), count her in BOTH tables for that year.

C5.2.2. Table 1: Total participants supported

You must answer C2 before answering this question. Also, please refer to the guidance under C5.

This table shows the total number of disadvantaged participants your initiative engaged with each year.

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Black, Asian and minority ethnic people, including Gypsy and Traveller people			
Asylum seekers and refugees or children of refugees			
Young people (over 16 years old) with English as a second language			
Long-term unemployed or people who grew up in workless households			
People on low incomes			
Lone parents - single adult heads of a household who are responsible for at least one dependent child			
People who received free school meals or if there are children in the person's current household who receive free school meals			
Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing			
Care leavers - people who spent time in care before the age of 18			

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that			
People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment			
People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school			
People with a physical or mental disability that has a substantial and adverse long - term effect on a person's ability to do normal daily activities			
People recovering or who have recovered from addiction			
Survivors of domestic violence			
Military veterans			
Ex-offenders			
Families of prisoners			
Other disadvantaged group			
SUBTOTAL: Disadvantaged participants			
Others (not disadvantaged)			
TOTAL PARTICIPANTS	0	0	0
PROPORTION disadvantaged	0.0	0.0	0.0

C5.2.3. Table 2: Employment outcomes

You must answer C5.2 before answering this question. Also, please refer to the guidance under C5.

REMINDER: Count participants in each relevant disadvantaged group row, but only once in the "TOTAL WITH EMPLOYMENT OUTCOMES" row.

Total participants who achieved ANY of the following in each year:

- Jobs secured (during support or within one year after support ending)
- Jobs retained for 1+ years
- Apprenticeships completed
- Moved to living wage or above

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Black, Asian and minority ethnic people, including Gypsy and Traveller people			
Asylum seekers and refugees or children of refugees			

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Young people (over 16 years old) with English as a second language			
Long-term unemployed or people who grew up in workless households			
People on low incomes			
Lone parents - single adult heads of a household who are responsible for at least one dependent child			
People who received free school meals or if there are children in the person's current household who receive free school meals			
Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing			
Care leavers - people who spent time in care before the age of 18			
Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that			
People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment			
People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school			
People with a physical or mental disability that has a substantial and adverse long - term effect on a person's ability to do normal daily activities			
People recovering or who have recovered from addiction			
Survivors of domestic violence			
Military veterans			
Ex-offenders			
Families of prisoners			
Other disadvantaged group			
SUBTOTAL: Disadvantaged participants			
Others (not disadvantaged)			
TOTAL WITH EMPLOYMENT OUTCOMES	0	0	0
PROPORTION disadvantaged	0.0	0.0	0.0

C5.2.4. Table 3: Education outcomes

You must answer C5.2 before answering this question. Also, please refer to the guidance under C5.

REMINDER: Count participants in each relevant disadvantaged group row, but only once in the "TOTAL WITH EMPLOYMENT OUTCOMES" row.

Total participants who achieved ANY of the following in each year:

- Qualifications gained (NVQ levels 1-4+, GCSEs, A-levels, etc.)
- Entry to Further Education
- Entry to Higher Education

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Black, Asian and minority ethnic people, including Gypsy and Traveller people			
Asylum seekers and refugees or children of refugees			
Young people (over 16 years old) with English as a second language			
Long-term unemployed or people who grew up in workless households			
People on low incomes			
Lone parents - single adult heads of a household who are responsible for at least one dependent child			
People who received free school meals or if there are children in the person's current household who receive free school meals			
Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing			
Care leavers - people who spent time in care before the age of 18			
Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that			
People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment			
People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school			
People with a physical or mental disability that has a substantial and adverse long - term effect on a person's ability to do normal daily activities			
People recovering or who have recovered from addiction			
Survivors of domestic violence			
Military veterans			
Ex-offenders			
Families of prisoners			

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Other disadvantaged group			
SUBTOTAL: Disadvantaged participants			
Others (not disadvantaged)			
TOTAL WITH EDUCATION OUTCOMES	0	0	0
PROPORTION disadvantaged	0.0	0.0	0.0

C5.2.5. Table 4: Other outcomes

You must answer C5.2 before answering this question. Also, please refer to the guidance under C5.

REMINDER: Count participants in each relevant disadvantaged group row, but only once in the "TOTAL WITH EMPLOYMENT OUTCOMES" row.

Total participants who achieved ANY of the following in each year:

- Completed internships or structured work placements
- Secured stable housing through or with support of the initiative
- Started own business
- Other significant life improvements directly attributable to the initiative

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
Black, Asian and minority ethnic people, including Gypsy and Traveller people			
Asylum seekers and refugees or children of refugees			
Young people (over 16 years old) with English as a second language			
Long-term unemployed or people who grew up in workless households			
People on low incomes			
Lone parents - single adult heads of a household who are responsible for at least one dependent child			
People who received free school meals or if there are children in the person's current household who receive free school meals			
Homeless and insecurely housed, including those at risk of becoming homeless and those in overcrowded or substandard housing			
Care leavers - people who spent time in care before the age of 18			
Young people (over 16 years old) who are not in education, employment or training (NEET) or are at risk of that			

Disadvantaged group type	Year 1:	Year 2:	Year 3 (Most Recent):
People who attended schools with lower-than-average attainment or if there are children in the person's current household who attend school with lower-than-average attainment			
People whose parents' or guardians' highest level of qualifications by the time the person was 18 was a secondary school			
People with a physical or mental disability that has a substantial and adverse long - term effect on a person's ability to do normal daily activities			
People recovering or who have recovered from addiction			
Survivors of domestic violence			
Military veterans			
Ex-offenders			
Families of prisoners			
Other disadvantaged group			
SUBTOTAL: Disadvantaged participants			
Others (not disadvantaged)			
TOTAL WITH OTHER OUTCOMES	0	0	0
PROPORTION disadvantaged	0.0	0.0	0.0

C5.3. Participant impact stories

Provide 2-3 specific examples of participants whose lives were meaningfully changed by your initiative. Show the real impact through their stories.

Focus on how the initiative improved their employability, raised their career aspirations, built their confidence, or created other meaningful life changes. Protect participant anonymity as appropriate.

Word limit: 300

C5.4. Participant feedback and improvements

Summarise the feedback you've gathered from participants about their experience and how they benefited. Include quotes where possible and any satisfaction ratings or survey results.

What feedback have you gathered on how to improve the initiative, and what changes have you made as a result?

Briefly mention how you collected this feedback.

Word limit: 300

C5.5. Job retention (optional)

If relevant, explain any significant gaps between jobs secured and jobs retained for more than one year.

For example, this might be due to the nature of sectors, tracking timeframes, or participants moving to better opportunities.

If job placement is not a primary focus of your initiative, or if your retention rates are strong, you may enter "N/A - not applicable."

Word limit: 100

C6. Wider impact

Please note that C6 is just a heading for the following sub-questions.

C6.1. Impact on your organisation

How has running this initiative affected your organisation?

For example: workforce engagement, morale, reputation, ability to attract talent, valuable partnerships, or insights that benefited your core business.

Word limit: 200

C6.2. Sustainability

Please describe:

How is the initiative resourced and funded?

Include staff time, facilities, costs, grants, etc. For staff time, estimate hours per week dedicated to the initiative (e.g., "0.5 FTE" or "20 hours/week across 3 staff members").

What is your commitment to continuing it?

For example: board commitment, strategic plans, secured funding.

What are your plans for the future of the initiative?

Word limit: 200

C6.3. Community and societal impact

What impact has your initiative had on your local community, region, or nationally?
How is this exemplary?

Word limit: 250

C7. Investment

Please note that C7 is just a heading for the following sub-questions.

C7.1. Investment and commitment

What has your organisation invested in this initiative?

Please provide:

- Total investment over the life of the initiative (or annual cost if easier)
- Breakdown: financial costs, staff time (hours/week or FTE), in-kind contributions, external funding
- How this demonstrates your organisation's commitment
- Any efficiency improvements you've achieved

Example: "Total annual cost: £45,000. Breakdown: Programme Manager salary (£30,000), participant support costs including training, travel, and equipment (£8,000), facilities and overheads (£5,000), external mentoring programme (£2,000). In-kind: Board members volunteer 2 hours/month for governance (valued at £1,200/year)."

Word limit: 300

COMMERCIAL PERFORMANCE:

About section D

You must demonstrate that your organisation is financially viable. You will also need to upload your financial statements to provide evidence of this.

We recommend you get your accountant/finance team to assist you with this section.

Periods the figures are required for

You must provide financial figures for your three most recent financial years, covering 36 months.

If you have changed your year-end during the period of your application, see D2.4 for an explanation of how this must be dealt with.

Estimated figures

If you haven't reached or finalised accounts for your most recent financial year, you can provide estimated figures for now.

If you are shortlisted, you will have to provide the actual figures approved by the organisation's board or equivalent along with the related VAT returns, before the specified November deadline (the exact date will be provided in the shortlisting email).

D1. Explain how your organisation is financially viable.

To be eligible for a King's Award for Enterprise, your organisation must be on a financially viable footing.

Please explain:

- Your financial model;
- Your cash flow position;
- How you are funded: Have you received any form of investment or grant funding? If so, please specify the amounts;
- How you plan to sustain your organisation in future: Income or profit growth plans;
- Your investment or funding strategy.

Some of these may not apply to your organisation, in that case, explain by what other means your organisation ensures financial viability.

Word limit: 300

D2. Enter your financial year-end date.

Day Month

D2.1. Which year would you like to be your most recent financial year that you will submit figures for?

☐ 2025

☐ 2026

D2.2. Did your year-end date change during your three most recent financial years that you will be providing figures for?

☐ Yes

☐ No

D2.3. Enter your year-end dates for each financial year.

Answer this question if you selected 'Yes' in question D2.2.

Financial year 1

Financial year 2

Financial year 3 (most recent)

D2.4. Explain adjustments to figures.

Answer this question if you selected 'Yes' in question D2.2.

If your financial year-end has changed, you will need to agree with your accountants on how to allocate your figures in all section D questions so that they show three 12-month periods (36 months). This allows for a comparison between years. Please explain what approach you will take to adjust the figures.

Word limit: 200

D2.5. Explain why your year-end date changed.

Answer this question if you selected 'Yes' in question D2.2.

Word limit: 100

D3. Enter the number of people employed by your organisation in the UK in each of your three most recent financial years.

You can use the number of full-time employees at the year-end or the average for the 12-month period. Part-time employees should be expressed in full-time equivalents (FTEs).

If your organisation is based in the Channel Islands or Isle of Man, you should include only the employees who are located there (do not include employees who are in the UK).

If none, please enter "0".

Financial year 1:

Financial year 2:

Financial year 3 (most recent):

D4. Company Financials

Please note that D4 is just a heading for the following sub-questions.

Group entries

A parent company making a group entry should include the trading figures of all UK members of the group.

If your organisation is based in the Channel Islands or Isle of Man, you should include only the subsidiaries that are located there (do not include subsidiaries that are in the UK).

Estimated figures

If you haven't reached or finalised accounts for your most recent financial year, you can provide estimated figures for now.

If you are shortlisted, you will have to provide the actual figures approved by the organisation's board or equivalent along with the related VAT returns, before the specified November deadline (the exact date will be provided in the shortlisting email).

Figures - format

You must enter financial figures in pounds sterling (£).

Round the figures to the nearest £1000 (do not enter pounds/pennies).

Do not separate your figures with commas.

Use a minus symbol to record any losses.

Enter '0' if you had none.

D4.1. Total income or turnover.

If you are a charity, please provide your total income figures; if you are a company, please provide your turnover figures.

If none, please enter "0".

Financial year 1:

Financial year 2:

Financial year 3 (most recent):

D4.2. Net income or net profit after tax but before dividends.

If you are a charity, please provide your net income figures; if you are a company, please provide your net profit after tax but before dividends figures.

If none, please enter "0".

Financial year 1:

Financial year 2:

Financial year 3 (most recent):

D4.3. Total net assets.

As per your balance sheet. Total assets (fixed and current), minus liabilities (current and long-term).

If none, please enter "0".

Financial year 1:

Financial year 2:

Financial year 3 (most recent):

D4.4. If you have had any losses, drops in turnover (or income), or reductions in net profit, please explain them.

Please note, when applicable, failure to answer this question may result in assessors not being able to fully assess your financial viability, and therefore, your application may be rejected.

If you didn't have any losses, drops in turnover, or reductions in net profit, please state so.

Word limit: 300

D5. Have you received any grant funding or made use of any other government support?

Answer yes if you received such support during the last five years.

To receive grant funding or other government support, the organisation must usually undergo a rigorous vetting process, so if you have received any such funding, assessors will find it reassuring. However, many companies self-finance, and the assessors appreciate that as well.

☐ Yes

☐ No

D5.1. Provide details of dates, sources, types and, if relevant, amounts of the government support.

Answer this question if you selected 'Yes' in question D5.

Include any such support received during the last five years.

Word limit: 250

D6. Are any of the figures used on this page estimates?

If you haven't reached or finalised your latest year-end yet, it is acceptable to use estimated figures.

☐ Yes

☐ No

D6.1. Agreement to provide actual figures.

Answer this question if you selected 'Yes' in question D6.

☐ I understand that if this application is shortlisted, I will have to provide actual figures approved by the organisation's board or equivalent and related VAT returns, before the specified November deadline (the exact date will be provided in the shortlisting email).

D6.2. Explain the use of estimates and how much of these are actual receipts or firm orders.

Answer this question if you selected 'Yes' in question D6.

Word limit: 250

D7. To support your figures, please upload your financial statements for the years covered in previous questions in section D.

If you are a company, upload relevant accounts as submitted to the Companies House. In addition, upload the full accounts prepared by your company and your corporation tax returns as submitted to HMRC.

If you are a Charity, upload relevant returns as submitted to the Charity Commission.

If you are a sole trader or unincorporated partnership, upload relevant accounts and your tax returns as submitted to HMRC.

What are the accepted file formats?

You can upload files in most common formats if they are less than five megabytes. You can upload any of the following file formats: chm, csv, diff, doc, docx, dot, dxf, eps, gif, gml, ics, jpg, kml, odp, ods, odt, pdf, png, ppt, pptx, ps, rdf, rtf, sch, txt, wsd, xls, xlsx, xlt, xml, xsl, xslt, zip.

ENVIRONMENTAL, SOCIAL & CORPORATE GOVERNANCE (ESG):

About section E

The environmental, social, and corporate governance (ESG) section is an opportunity for you to highlight your responsible business conduct and its impact within your organisation, supply chain and the wider community.

We expect all King's Award for Enterprise applicants to adhere to commonly accepted standards for environmentally and socially responsible corporate governance. Failure to demonstrate that will result in your application not being successful.

Answering questions

Provide examples for each question relative to the size and scale of your business.

The word limits are a guide. You do not need to maximise the word limit if there is no reason to - we suggest you focus on your strongest examples in each case.

Furthermore, you may have already answered some of the questions in this section in other parts of the form. If you believe this is the case, you do not need to repeat the information but make it clear by referencing the questions in other parts of the form.

The guidance notes below each section are not exhaustive. Where possible, please support your answers with quantitative evidence of your initiatives, improvements and successes, and describe any relevant policies or procedures that you have in place.

Finally, there is no need to provide information on how you are adhering to statutory laws or regulations - such as 'we pay minimum wage'. We're more interested in how you are going above and beyond.

Small organisations

The King's Awards for Enterprise is committed to acknowledging the efforts of eligible organisations of all sizes. If you are a small organisation, please do not be intimidated by the questions that are less relevant to you – answer all questions to the degree that you can and provide evidence of impact. During the assessment of your application, the size and sector of your organisation will be taken into consideration.

E1. The impact of your business operations on society.

Examples of areas you may wish to describe:

- How your business ensures that your activities have a beneficial impact on society and your local community.
- If you have operations in emerging or developing markets, please describe how

you ensure the current and future welfare of your workforce there.

- What impact your organisation has on society and your local community that results from your activities that are beyond your core business? For example, apprenticeship programmes, supporting disadvantaged groups, and charitable activities.
- How you evaluate and report on that impact.

Word limit: 200

E2. The environmental impact of your business operations.

Examples of areas you may wish to describe:

- Any environmental considerations within your business. For example, energy efficiency strategies, recycling policies, and emissions reduction policies.
- If and how you undertake environmental impact assessments of major projects.
- How environmental considerations and the efficient use of resources are built into your business, products or services.
- How you have reduced your carbon footprint.

If you operate in an extractive or less environmentally sustainable industry, please explain how your business minimises the environmental impact. Where relevant, please list ISO accreditations.

Also, if your business uses packaging, please provide information on how you are working towards minimising the impact of the packaging on the environment.

Word limit: 300

E3. Relations with your workforce.

Examples of areas you may wish to describe:

- If you have a code of conduct or workforce policies. For example, health and safety, training, welfare, whistleblowing, diversity and inclusion and equal opportunities.
- Your diversity and inclusion strategy, including data on how employees with protected characteristics are represented in your workforce. Provide evidence that these strategies are effective.
- If you offer any special working conditions. For example, flexible working or extended maternity pay.
- How you keep your workforce engaged. For example, communication, assessments, incentives and opportunities for career development.

- How you are training and developing your workforce. For example, if you provide mentoring or coaching, encourage or support them to learn new skills and gain new qualifications.
- If you have work placements or take on apprentices, and if so, how many?

Word limit: 300

E4. Relations with customers and suppliers.

Examples of areas you may wish to describe:

- How do you encourage your suppliers to meet ethical standards?
- To what extent are you sourcing or encouraging your supply chain to source UK goods and services?
- By what criteria do you select clients and ensure they are appropriate for your services?
- How you measure customer satisfaction - and what the results have been.

Word limit: 200

E5. Additional environmental, social, and corporate governance (ESG) examples. (optional)

Feel free to provide any additional information about your ESG practices. If you have already covered your ESG practices in full in this section or section C of the form, just state so.

Word limit: 200

SUPPLEMENTARY MATERIALS & CONFIRMATION:

F1. Supplementary materials

If there are additional materials you feel would help us to assess your entry, then you can add up to three files or online links in this section.

What can and cannot be included:

- You can include links to promotional videos, websites, other media, or documents you feel are relevant and help illustrate your application.
- We will not consider business plans, annual accounts or company policy documents.

Please note:

- Essential information must be included within the form itself. Supplementary materials should only provide supporting content and should not contain key details that are required in your answers.
- For assessors to review the supporting material, you must reference them by their names in your answers. Please do so to ensure they are reviewed.
- Please do not combine documents and do not link to folders. Assessors have limited time to evaluate your application, so any additional documents should be kept short and relevant.

You can submit up to 3 files in most formats if they are less than 5 megabytes each.

What are the accepted file formats?

You can upload any of the following file formats: chm, csv, diff, doc, docx, dot, dxf, eps, gif, gml, ics, jpg, kml, odp, ods, odt, pdf, png, ppt, pptx, ps, rdf, rtf, sch, txt, wsd, xls, xlsx, xlt, xml, xsl, xslt, zip.

F2. Confirmation of entry.

- ☐ By submitting this entry for consideration for The King's Awards for Enterprise 2027, I certify that all the given particulars and those in any accompanying statements are correct to the best of my knowledge and belief and that no material information has been withheld. I undertake to notify The King's Awards Office of any changes to the information I have provided in this entry form.

F3. Confirmation of contact.

- ☐ I am happy to be contacted about The King's Awards for Enterprise issues not related to my application (for example, acting as a case study, newsletters, and other information).

- F3.1.** ☐ I am happy to be contacted by the Department for Business and Trade.

Submission deadline: 9 Sep 2026 at 1:00pm