New Zealand Road Safety, Emergency Response & Healthcare Awards

National Award for Community Service

2026

Application Form

ROAD TRAFFIC ACCIDENT TRAUMA CHARITABLE TRUST TRADING AS
NATIONAL ROAD TRAUMA CENTRE

The New Zealand Road Safety, Emergency Response and Healthcare Awards are for ordinary people doing exceptional work, day in, day out, across New Zealand.

The Awards are designed specifically for industry professionals in emergency services, hospital care, post hospital care, primary healthcare, road safety and recognise those in the community who may otherwise not be acknowledged.

Background

New Zealand Road Safety, Emergency Response and Healthcare Awards and Medallion was established in 2021 through the nationalisation of the Canterbury Road Trauma Awards. The New Zealand Road Safety, Emergency Response and Healthcare Awards are founded by the Road Traffic Accident Trauma Charitable Trust trading as National Road Trauma Centre.

National Award for Community Service

The National Award for Community Service recognises members of the community who have provided outstanding care or support to a road trauma victim by making an influential difference to their treatment, recovery or rehabilitation.

This Award is open to members of the general public who do not meet the criteria for the National Emergency Response and Healthcare Award.

The National Award for Community Service may be Awarded for:

- Making an influential difference, contribution or assistance at the scene of a road crash, such as acts of notable courage such as rendering life saving first aid or life saving site logistics or the minimisation to serious injury and harm.
- Providing excellent service or care at the community level and offering outstanding support within primary Healthcare, post trauma or personal Healthcare.
- Community service directed towards the rehabilitation of those directly impacted by road trauma based on personal (or professional) capacity.

Each Award recipient receives a medallion and a certificate for their meritorious efforts.

See Award Examples on page 3 before deciding whether to nominate.

Application Form Guide Only
This PDF is for guidance only. Please do not complete or submit it.
To submit a nomination, use the fillable Word form or the Online Entry option for your award category.

National Award for Community Service

Award Examples

Assisting at a Road Crash Site

The National Award for Community Service may recognise a member of the public whose actions went above and beyond what could reasonably be expected of a bystander and made a significant difference to someone affected by a road crash.

There is no set formula. In general, a strong nomination will describe a series of actions that, taken together, demonstrate an exceptional contribution. For example, the nominee may have been first on the scene, called emergency services, helped keep the scene safe, provided first aid, and monitored and reassured an injured person who was drifting in and out of consciousness until help arrived. Staying with someone can be an important part of that response. On its own, it would generally be insufficient for this Award.

Describe what the nominee did, the circumstances they faced, and the difference their actions made. The actions being nominated must not qualify for a New Zealand Bravery Award.

Supporting a Road Crash Survivor Through Recovery

Examples include providing sustained practical care or helping a road crash survivor access rehabilitation, regain independence or return to everyday activities.

Award Entry Guidance

In preparing an application, the Committee requires a detailed account of the Applicant's contribution, particularly addressing how their service could be considered extraordinary.

- To prepare your entry submission, please ensure you have referred to the Official Guide and New Zealand Road Safety, Emergency Response and Healthcare Awards Criteria, Nomination and Evaluation Process.
- Complete all contact details at the beginning of the Application Form.
- Complete Assessment Criteria Section 1 or 2 (whichever applicable) and note that a 1,000 word limit in total applies.
- Links to multimedia may also be included in the submission or submission attachments.
- Letters of support for the National Award for Community Service are **compulsory**. For further information or guidance, please review the Frequently Asked Questions Guide or please contact the National Road Trauma Centre for further guidance.
- Submissions for the 2025 Awards will be accepted from **7 September 2026 until 11:59pm on 31 January 2027.**
- Please note, due to the timeframes permitted to review nominations, no late submissions will be accepted.

In some circumstances a group of persons may have been involved in a single incident. When nominating multiple people we require the details of each individual involved. In this instance, please contact sarah@nationalroadtraumacentre.org.nz or 027 324 0918.

→ **Who completes this form**
The nominator prepares the submission, enters both sets of contact details and checks the nominee?s credentials and supporting evidence for accuracy.

→ **Required support**
Include a letter of support that explains the contribution from a community perspective. Self-nominations and nominations from outside an organisation require a written reference from a reputable organisation, such as New Zealand Police or Health New Zealand.

→ **Nominee notification**
The FAQ allows the nomination to remain confidential and recommends involving the nominee where appropriate. The Official Guide requires the nominee to agree to be contacted for verification. If you plan a confidential nomination, check with the Trust how to meet that requirement.

→ **Word limit and submission**
The form states 1,000 words and the Official Guide states 500 in total. Confirm the applicable limit with the Trust before submitting. Use the website nomination form, or contact the Trust if you need to submit on paper.

The New Zealand Road Safety, Emergency Response and Healthcare Awards have an agreement with the New Zealand Honours Unit, Cabinet Office, that any significant or deserving nomination deemed by the Committee to meet the criteria for recognition by the New Zealand Royal Honours System, including the New Zealand Government Bravery Awards, the Applicant will be notified by the Committee by way of letter.

The formal decision to proceed with an Award nomination or withdraw the application, to instead nominate for a New Zealand Royal Honour, will be made by the applicant.

Confidentiality

Upon receipt, applications are collated and prepared by the National Road Trauma Centre for presentation to the Executive Committee.

All nominations are strictly confidential and the information provided will be used only to assist the Executive Committee in considering the merits of the nomination. The New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee and National Road Trauma Cen keeps all nominations confidential to respect privacy. We ask for the cooperation of nominators and others involved in respecting this policy.

More Help and Further Information

If you have any further questions, or require guidance in the preparation of the nomination, please contact:

Email: sarah@nationalroadtraumacentre.org.nz.
Phone: 027 324 0918

Nominator Details

→ **Nominator = the person submitting the nomination**
If you are completing and submitting this form, enter your own details here.

* Title (Mr, Mrs, Ms, Dr, Prof, etc.)

* Surname

* Given Names

* Organisation/ Business Name

* Position Title

* Postal Address

* Suburb/City/Postcode

* Email

* Mobile

Other Phone

Preference of Contact Home Phone / Mobile / Email

*Information is compulsary

Nominee/Award Recipient Details

→ **Nominee = the person, team or organisation being put forward for the Award**
Enter their details here. If you are nominating yourself, enter your own details here too.

* Title (Mr, Mrs, Ms, Dr, Prof, etc.)

* Surname

* Given Names

* Organisation/ Business Name

* Position Title

* Postal Address

* Suburb/City/Postcode

* Email

* Mobile

Other Phone

Preference of Contact Home Phone / Mobile / Email

*Information is compulsary

Please advise your preference as to how the Award Nominee is to be notified if they are a successful Award recipient.

Assessment Criteria

Your application will need to demonstrate how the nominee improved outcomes to reduce road trauma either at a road crash site or its direct impacts at a community level either locally, regionally or nationally in New Zealand.

To be competitive your application must address each of the following criteria and provide evidence that substantiates its claims. The criteria used to assess and judge the submissions to all situations. For each project, the New Zealand Road Safety, Emergency Response and Healthcare Awards Executive Committee will focus on the following criteria:

Particularly noteworthy response to an incidence, or incidences, of road trauma at a community level.

Complete only this section of the application if your submission is for a particularly noteworthy response to an incidence, or incidences, of road trauma.

Section 1: Act(s) of Communtiy Service at Road Crash Site

PART A Incident

PART B Action

PART C Outcome

Section 2: Act(s) of Community Service for Post Accident Care and Recovery

PART A Situation

PARTB Service Contribution

PART B Outcome

- **Assistance at a crash site**
  Complete Section 1, Parts A, B and C, for a member of the public who aided or assisted at the crash site. Leave Section 2 blank.
- **Post-crash care and recovery**
  Complete Section 2, Parts A, B and C, for a member of the public who made an exceptional contribution to a survivor?s care, rehabilitation or recovery. Leave Section 1 blank.

See Award Examples on page 3 before deciding whether to nominate.

Section 1: Road Crash Site

Section 1: Act(s) of Communtiy Service at Road Crash Site

This section is for nominations for a member of the public who has made an influential difference, contribution or assistance at the scene of a road crash site. This may include acts of notable courage such as rendering life saving first aid or life saving site logistics or the minimisation to serious injury and harm.

Please ensure your include with your application a letter of support e.g. New Zealand Police or Te Whatu Ora: Health New Zealand.

Please complete Section 1, Part A: C of the Award category application. Please write in detail your response below (note 1,000 words maximum for Section 1 combined):

Part A: What Was the Incident?

1. **Please provide a brief description of the incident where the act occurred.**

2. **Date, time and location of the incident.**

→ **Part A | Describe the incident**
Give the date, time and location and explain what was happening when the nominee became involved.

Section 1: Road Crash Site

Part B: What Was the Action?

What was the influential difference, contribution or assistance at the scene of a road crash site or in the care of the victims of the road crash?

1. Please provide a brief summary of the rescue efforts on what the person you are nominating did?

Please clearly articulate what the person that you are nominating for this Award has done to make an influential difference at a road crash site, you may wish to elaborate on any elements of risk (if any).

Please also detail if this person has previous medical, emergency response or first aid experience, e.g. paramedic, nurse or police officer.

This could be supported by links to media articles or other information relevant about the incident. If available, the contact details of any other witnesses to the incident.

→ **Part B | Describe the assistance**
Explain what the nominee personally did and what made their actions significant. Include relevant witness or supporting information where available.

Section 1: Road Crash Site

Part C: What Was the Outcome?

What was the outcome of the contribution or assistance at the scene of a road crash site?

1. **Please provide a brief summary of the attributing outcome of the nominees contribution.**

Examples may include, rendered first aid, vehicle extraction, site communication and co-ordination of emergency services onsite.

→ **Part C | Explain the outcome**
Describe the difference the assistance made for the people involved. Connect the outcome to the nominee?s actions.

Section 2: Community Service Care

Section 2

Act(s) of Community Service for Post Accident Care and Recover

This section is for nominations for a member of the public who has made an influential difference, contribution or assistance to a road trauma victim at a community level. This may include providing excellent service or care at the community level and offering outstanding support within primary healthcare, post trauma or personal healthcare or rehabilitation of those directly impacted by road trauma based on personal (or professional) capacity.

Please ensure your include with your application a letter of support e.g. service provider or Te Whatu Ora: Health New Zealand.

Please complete Section 2, Part A: C of the Award category application. Please write in detail your response below, (note 1,000 words maximum, for Section 2):

Part A: Situation

What was the situation?

1. **Describe the situation and describe how it relates to the Awards criteria.**

2. **Please provide detail of the date, time and location or period of care.**

→ **Part A | Explain the recovery situation**
Describe the survivor?s needs after the crash and when and where the support took place.

Section 2: Communiy Service Care

Part B: Contribution

What was the influential difference, contribution or assistance of the nominee?

1. Please provide a brief summary of the action and service contribution of the person that you are nominating?

→ **Part B | Describe the support**
Explain what the nominee did, how long they provided support and how it helped with care, rehabilitation or recovery.

Section 2: Community Service Care

Part C: Outcome

What was the influential difference, contribution or assistance of the nominees service to the road crash surivor?

1. **Please provide a brief summary of the human outcome of the nominees contribution**.

Please write in detail your response below, (note 1,000 words maximum, for Sections A, B and C combined):

→ **Part C | Explain the difference**
Describe what changed for the survivor and how the nominee?s contribution helped. Include concrete examples or supporting evidence where available.

Further Information and Guidance

For further information or guidance in preparing an application, please contact:

Email: sarah@nationalroadtraumacentre.org.nz
Phone: 027 324 0918

Publication and Copyright

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