



**Central Goldfields
Shire Council**
Australia Day Awards
Nomination Form
November 2020



Acknowledgement of Country

Central Goldfields Shire Council acknowledges the ancestors and descendants of the Dja Dja Wurrung. We acknowledge that their forebears are the Traditional Owners of the area we are on and have been for many thousands of years. The Djaara have performed age old ceremonies of celebration, initiation and renewal. We acknowledge their living culture and their unique role in the life of this region.

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1 Award Categories

Central Goldfields Shire Council Local Australia Day Awards recognise the contributions of outstanding Central Goldfields Shire residents, community events and community groups that, through hard work and determination, have significantly contributed to the community.

You can nominate a resident, community event or community group for Citizen of the Year, Young Citizen of the Year or Community Award of the Year. Fill in the attached nomination form for someone that makes you proud within the community.

1.1 Citizen of the Year

These prestigious awards are one of the highest honours Council can bestow to publicly acknowledge local heroes, whose dedication and contributions may otherwise go unnoticed.

1.1.1 Eligibility Criteria

To be eligible for the Citizen of the Year Award, nominees must:

- Be an Australian Citizen;
- Be a resident of the Central Goldfields Shire Council area (when nominations close);
- Be 28 years of age or older on 26 January of the year the award is given;
- Not have received the same award in the past five years; and
- Not have been a Councillor in the past two years

1.1.2 Selection Criteria

When considering nominations for this award, the selection panel shall have regard to the following criteria:

- Has made an outstanding contribution to the community in a voluntary capacity;
- Has been an inspiration/role model to the community; and
- Has demonstrated a commitment to enhancing the welfare and wellbeing of the community that have short or long-term benefits for others.

1.2 Young Citizen of the Year

Presented to a young person who has made an outstanding contribution to the community.

1.2.1 Eligibility Criteria

To be eligible for the Young Citizen of the Year Award, nominees must:

- Be an Australian Citizen;
- Be a resident of the Central Goldfields Shire Council area (when nominations close);
- Be 27 years of age or younger on 26 January of the year the award is given;
- Not have received the same award in the past five years; and

- Not have been a Councillor in the past two years

1.2.2 Selection Criteria

When considering nominations for this award, the selection panel shall have regard to the following criteria:

- Has made an outstanding contribution to the community in a voluntary capacity;
- Has been an inspiration/role model to the community; and
- Has shown achievements in community activities, academic, sporting, personal, cultural, environmental and/or social responsibility

1.3 Community Project or Event of the Year

Presented to a community group of four or more people.

1.3.1 Eligibility Criteria

To be eligible for the Community Project or Event of the Year, the award must be for four or more people who conduct a successful not-for-profit project, event or activity, perform a service to the community, raise funds for a community charity, event or project, or bring recognition and credit to the community through a cultural, environmental or sporting achievement within the municipality of the Central Goldfields Shire Council.

The project or event is to:

- Have been completed (or the completion of a stage), or held in the year immediately before the award is given; and
- Not have received the award in the past five years

1.3.2 Selection Criteria

When considering nominations for this award, the selection panel shall have regard to the following criteria:

- The purpose and outcomes of the event or project;
- The impact the event or project has/had on the community; and
- The ongoing benefit to the community Has made an outstanding contribution to the community in a voluntary capacity;

2 How to compile your nomination

Nominations must be submitted on the official Central Goldfields Shire Council Australia Day Awards 2021 Nomination Form (online or hard copy).

The answer to the question, "Why are you nominating this person/project/event?" requires a minimum of 100 words. Include as much detail as you can in this section as this forms the majority of the material to be assessed by the judging panel.

Additional details can be included in a separate document along with details/copies of any other awards or supporting documents (i.e. newspaper or magazine articles about the Nominee and their achievements).

Please provide all required information on the nomination form. Failure to provide complete information may result in the nomination not being considered.

2.1 Tips for writing a nomination

2.1.1 Open with the important information

Provide clear and specific statements that outline why your nominee is worthy of an Australia Day Award. What activities or actions stand out, what have they accomplished that makes a difference in the community? How do they inspire or motivate others in the community?

2.1.2 Consider your audience

Spell out acronyms and avoid using jargon, overly complex language or terms that may not be familiar to the general public.

2.1.3 Share their story

Tell us about the person behind the nomination. What motivates them to make a difference? What personal challenges have they overcome in their life? Why do they inspire others? How does this person make you feel? Use real-world examples that demonstrate why your nominee is an inspiring role model. We want to know the stories of their life and the impact they have made

2.1.4 Stick to the selection criteria

Our panel is looking for people who make a significant voluntary contribution to our community, who are role models, and who have demonstrated a strong commitment to improving the short or long term wellbeing of others, so ensure your nomination addresses these criteria.

2.1.5 Tell the facts

Support your nomination with hard facts and reliable statistics. Can you provide specific measures of this person's success? Attach copies of newspaper or magazine articles or other supporting documentation.

2.1.6 Aim for quality, not quantity

A long nomination isn't always a better nomination. Try to keep your sentences short and concise, and avoid repetition.

2.1.7 Remember referees

Don't forget to fill in the referee field, naming someone else that supports your nomination, who is aware of the nominee's achievements and will be able to provide any additional information if required

3 Conditions of entry

- All nominations must be received 5pm Monday 7 December 2020
- Nominations must be on the official form, hard copy or online.
- One nomination per form.
- The name of at least one referee must be supplied. This person may be contacted if the nominee is shortlisted.
- All nomination information and material submitted remains the property of Central Goldfields Shire Council.
- The decision of Central Goldfields Shire Council in relation to the awards is final and no correspondence will be entered into in respect to the decision.
- Additional information which supports the nomination, such as newspaper articles can be attached to the form.

4 Selection process

Following the close of nominations, the Australia Day Awards Selection Panel will score nominations based on the Selection Criteria.

In the event that no nominations are received in any of the categories, the Australia Day Awards Selection Panel reserves the right to grant the award to a group, project/event or citizen of its choice.

The decision of the Australia Day Awards Selection Panel is final and no additional correspondence will be entered in to.

5 Award Ceremony

Award recipients are announced on 26 January 2021. All nominees and nominators will be invited to attend the award announcements (subject to ongoing COVID-19 restrictions).

6 Nomination Form

6.1 Citizen of the Year Nomination Form

Tell us about yourself:	
Name:	
Address:	
Email:	
Contact number:	

How do you know the nominee:			
	Family		Friend
	Colleague		Involvement in community groups
	Beneficiary of the nominee's		
	Other (please specify)		

Tell us about the person you are nominating:	
Name:	
Address:	
Email:	
Contact number:	
Date of birth:	

Are they eligible for nomination:	
<i>A nominee is only eligible if they meet all of the criteria below. Nominations that do not meet all of the eligibility criteria will not be assessed.</i>	
	This person <u>is</u> an Australian Citizen
	They <u>live in the municipality</u> of Central Goldfields Shire Council
	They will be <u>28 years</u> of age or older on 26 January of the year the award is given
	They have <u>not</u> received the same award in the last five years
	They have <u>not</u> been an elected Councillor in the past two years
	They have <u>not</u> been paid a taxable income for the contribution you are nominating them for

Describe the contribution to the community the nominee has made:

Include details of any outstanding contributions over the past year or number of years to the Central Goldfields Shire Council area. Please attach supporting documentation.

Attach additional information on a separate sheet if required.

Describe the impact for the community of the nominee's contribution:

What did it achieve? What has been the benefit? What has changed as a result of what the nominee has done?

Attach additional information on a separate sheet if required.

Describe how the nominee has inspired or been a role model to others in the community:

Who have they inspired and how? Also include details of any other ways in which the nominee demonstrates their commitment to improving or enhancing the welfare and wellbeing of the community.

Attach additional information on a separate sheet if required.

Who else can support your nomination?

Name:	
Address:	
Email:	
Contact number:	

Submitting your nomination

Nominations close at 5 pm, Monday 7 December 2020. Any nominations received after this time will not be assessed. Check you have completed all of the required details and attached any supporting or additional information you wish to provide. When your nomination is complete, submit it to Council via one of the following:

Email: mail@cgoldshire.vic.gov.au

Online: www.centralgoldfields.vic.gov.au/australiadayawards

Mail: Australia Day Awards
 Central Goldfields Shire Council
 PO Box 194 MARYBOROUGH VIC 3465

6.2 Young Citizen of the Year Nomination Form

Tell us about yourself:	
Name:	
Address:	
Email:	
Contact number:	

How do you know the nominee:	
Family	Friend
Colleague	Involvement in community groups
Beneficiary of the nominee's	
Other (please specify)	

Tell us about the person you are nominating:	
Name:	
Address:	
Email:	
Contact number:	
Date of birth:	

Are they eligible for nomination:	
<i>A nominee is only eligible if they meet all of the criteria below. Nominations that do not meet all of the eligibility criteria will not be assessed.</i>	
	This person <u>is</u> an Australian Citizen
	They <u>live in the municipality</u> of Central Goldfields Shire Council
	They will be <u>27 years</u> of age or younger on 26 January of the year the award is given
	They have <u>not</u> received the same award in the last five years
	They have <u>not</u> been an elected Councillor in the past two years
	They have <u>not</u> been paid a taxable income for the contribution you are nominating them for

Describe the contribution to community the nominee has made:

Include details of any outstanding contributions over the past year or number of years to the Central Goldfields Shire Council area. Please attach supporting documentation.

Attach additional information on a separate sheet if required.

Describe the impact for the community of the nominee's contribution:

What did it achieve? What has been the benefit? What has changed as a result of what the nominee has done?

Attach additional information on a separate sheet if required.

Describe how the nominee has inspired or been a role model to others in the community:	
<i>Who have they inspired and how? Also include details of any other achievements in community activities, academic, sporting, personal, cultural, environmental, and/or social responsibility</i>	

Attach additional information on a separate sheet if required.

Who else can support your nomination?	
Name:	
Address:	
Email:	
Contact number:	

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6.3 Community Event or Project of the Year Nomination Form

Tell us about yourself:	
Name:	
Address:	
Email:	
Contact number:	

How you hear about the Central Goldfields Shire Council's Australia Day Awards?			
	Newspaper		Word of mouth
	Correspondence from Council		Social Media
	Other (please specify)		

Tell us about the event or project you are nominating:	
Event/Project Name:	
Organisation/Group:	
Key Contact Person:	
Address:	
Email:	
Contact number:	

Is the event/project eligible for nomination:	
<i>A nominee is only eligible if they meet all of the criteria below. Nominations that do not meet all of the eligibility criteria will not be assessed.</i>	
	This project/event has been completed (or achieved a stage of completion) or been held in the year immediately preceding the awards ceremony
	The project / event has been undertaken/ held in, and benefitted the municipality of Central Goldfields Shire Council
	The event / project has not received the same award in the last five years

Describe the event or project:

Include the purpose of the event. What and who was involved, what was the outcome. What were the challenges associated with the event or project that had to be overcome? Please attach supporting documentation.

Attach additional information on a separate sheet if required.

Describe the impact the event/project has had on the community:

What did it achieve? What has changed as a result of the project/event having been undertaken?

Attach additional information on a separate sheet if required.

Describe the ongoing benefit to the community:

Who has the event/project inspired and how? What are the longer-term or ongoing benefits to the community? How will this event/project help shape the future of the community?

Attach additional information on a separate sheet if required.

Who else can support your nomination?

Name:	
Address:	
Email:	
Contact number:	

Submitting your nomination

Nominations close at 5 pm, Monday 7 December 2020. Any nominations received after this time will not be assessed. Check you have completed all of the required details and attached any supporting or additional information you wish to provide. When your nomination is complete, submit it to Council via one of the following:

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