



# Australia Day Awards Community Event or Project of the Year Nomination Form

Mildura Rural City Council's Australia Day Awards celebrate the achievements and contributions of individuals and community organisations or groups in our region. 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.

## Some important information to know before you begin:

- All nominations must be received by **5:00pm, Friday 6 November 2020**.
- All sections of this form must be completed to allow the nomination to be correctly assessed.
- An event or project may be nominated by more than one person/group. Each nomination requires a new nomination form.
- Nominated events or projects must benefit the community within the Mildura Rural City Council area.
- Events/projects must have been completed (or achieved a stage of completion), or have been held in the year immediately prior to the year in which the award is given.
- Members of Council's Australia Day Committee are not eligible for nomination.
- Events or projects that have won this award in the last five years are not eligible for nomination.
- Unsuccessful nominees in previous years may be re-nominated provided a new nomination is made.

## Tips for writing a nomination:

### 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?

### Consider your audience

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

### 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.

### 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.

### 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.

### 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.

### 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.



## Let's get started. Tell us a little about yourself:

Name:

Address:

Email:

Telephone:

Mobile:

How do you know the nominee?

- Family                       Friend                       Colleague
- Involvement in community groups                       Beneficiary of the nominee's contribution
- Other *(please specify)*

How did you hear about Mildura Rural City 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:

Telephone:

Mobile:

## Is the event / project eligible for nomination?

- 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 Mildura Rural City Council.
- The event / project has not received the same award in the last five years.

*A nominee is only eligible if they meet all of the above criteria. Nominations that do not meet all of the eligibility criteria will not be assessed.*

Does the nominee already know about this nomination?  Yes                       No



## **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?

*Please provide details for at least one referee (other than the nominee) who can verify the achievement or contributions of the nominee.*

Name:

Email:

Telephone:

Mobile:

## Selection Process

Following the close of nominations, the Australia Day Awards Committee 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 Committee 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.

## Award Ceremony

Award recipients are announced on 26 January 2021. All nominees and nominators will be invited to attend the award announcements.

## Submitting your nomination

Nominations close at **5:00pm, Friday 6 November 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:**

Penny Robinson - Executive Support Assistant  
[penny.robinson@mildura.vic.gov.au](mailto:penny.robinson@mildura.vic.gov.au)

**Mail:**

Australia Day Awards  
Mildura Rural City Council  
PO Box 105  
MILDURA VIC 3502

**Online:** [www.mildura.vic.gov.au/AustraliaDayAwards](http://www.mildura.vic.gov.au/AustraliaDayAwards)