



LITHGOW & DISTRICT AUSTRALIA DAY COMMUNITY AWARDS GUIDELINES FOR NOMINATORS

Nominations close 31 October

The Australia Day Community Awards Guidelines are as follows:

1. The Australia Day Community Awards recognise outstanding voluntary contributions made by local residents and groups and/or people; who reside in the Lithgow Local Government Area in:
 - Community Service
 - Conservation
 - Culture
 - Education
 - Environment
 - Visual and/or Performing Arts
2. There are three categories for nominations for Awards:
 - Citizen of the Year The person must be 18 years or older on 26 January
 - Young Citizen of the Year Young Citizen of the Year
 - Community Event of the Year The person must be under 18 years on 26 January
 - Community Event of the Year Presented to the organisers of the most outstanding community event held within the Lithgow District during the past 12 months (1 January – 31 December)

For the purpose of these guidelines the following information is clarified.

NOMINEE – The individual or organisation being nominated for the award.

NOMINATOR – The person or organisation nominating and individual or organisation for an award.

The nominee must

1. To qualify for an Award the nominee/s must have contributed directly to the community of Lithgow and District over a number of years as a volunteer.
2. The nominee's contribution to the community can be in any field considered appropriate.
3. The contribution will demonstrate active concern for the rights, welfare, wellbeing and/or advancement of others. Such contribution by a citizen could have been given to a community at large, community groups, or individuals within the community.
4. Consideration will be given to both the long service of an established organisation and/or the person who has contributed an individual act of compassion, generosity or bravery.



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5. The nominator must be prepared to discuss the achievements of the nominated candidate (individual or groups) and may be required to act as a referee.
6. The nominator must ensure that the spelling of names is correct and clearly written for placement on the certificate as replacement certificates will not be issued. Only the Christian and surname of the nominee should be listed.
7. Personal information about the NOMINATOR should not be included in any references or written statements about the NOMINEE.

Persons/Events that are not eligible for nomination

1. Those that have previously won an Australia Day Award (Citizen, Young Citizen and Community Event) ie. You can only win this award once.
2. Members of Parliament or current elected members of Council.
3. Recipients of Australian and Imperial Honours.
4. Members of the Australia Day Committee.
5. **Individuals may not nominate themselves.**
6. **Individuals must be nominated by someone other than an immediate family member ie: parent/guardian.**
7. **Clubs, associations and organisations cannot nominate themselves for an individual award or event.**

Judging

1. Please forward the nomination pro forma and any other supporting documentation, which provides official recognition such as newspaper clippings, letters of support, certificates of achievement etc.
2. Nominations close at 4pm on 31 October annually or on the last working day prior to this date. Please post your nomination forms marked "Confidential – Australia Day Community Awards Nominations" Miss Deborah Mc Grath, Cultural Development Officer, Lithgow City Council, PO Box 19, LITHGOW NSW 2790
3. **All nominations must be on the correct nomination form otherwise they will not be included in the judging.**
4. Judging will be final and no correspondence will be entered into.
5. If you require any further information please contact Miss Deborah McGrath on (02) 63 549 999.
6. All nominees will be notified by 16 January annually, prior to Australia Day.
7. The Awards will be presented as part of the Australia Day Festivities, 26 January each year Eskbank House & Museum, Corner Inch & Bennett Streets, Lithgow.
8. Only one Award will be presented in each category.