



Who makes you proud?



GLEN EIRA CITY COUNCIL

Community Group of the Year Award 2020

Glen Eira City Council's *Community Group of the Year Award* recognises the outstanding contributions of a community group which, through hard work and dedication, has significantly contributed to the Glen Eira community.

To nominate a community group that makes you proud, fill in the attached form or visit www.gleneira.vic.gov.au/who-makes-you-proud

ELIGIBILITY

To be eligible, a community group and/or a community-based organisation must be not-for-profit and operate in the City of Glen Eira.

A community group can be nominated for its usual activities or for a special project it has implemented or completed.

KEY SELECTION CRITERIA

A community group that is nominated must:

- have made a significant contribution to the Glen Eira community throughout 2019 and/or over a number of years;
- demonstrate that it meets a community need or priority; and
- demonstrate that it provides exceptional service to the local community.

Outstanding achievements and the demonstration of these key attributes are the basis of the awards.

CONDITIONS OF ENTRY

- Nominations must be made on an official Glen Eira City Council nomination form (one nomination per form). To apply online, visit www.gleneira.vic.gov.au/who-makes-you-proud
- Entries open Tuesday 1 October and all entries must be received by Thursday 21 November 2019.
- The name of at least one referee must be supplied.
- Nomination information and material submitted will remain the property of Glen Eira City Council.
- The decision of Glen Eira City Council in relation to the awards is final. No correspondence will be entered into in respect of the decision.

SELECTION PROCESS

A selection panel will consider all nominations before making a recommendation to Council. The panel will consist of three Councillors and two community representatives. Awards will be presented at the *Glen Eira City Council 2020 Community Awards* event in May 2020.

WHAT TO WRITE ON THE NOMINATION FORM

- Respond to the key selection criteria and complete all questions.
- Describe the nominee's contribution and achievements in the local community.
- Describe the nominee's role and how the community has benefited from their contribution.
- Detail if the nominee has been recognised for their contribution elsewhere, eg. media, other awards or by interest groups.
- Provide evidence of the nominee's work.



REFEREES

- Contact referees in good time and provide them with all the necessary information regarding the nomination. They may be contacted for further information.
- Referees can attach a supporting letter with the nomination.
- Referees should be advised that this process is confidential.

SUPPORTING MATERIAL

Include supporting material such as photographs, media or newspaper clippings, promotional material and letters of support.

HOW TO ENTER

BY POST Citizen of the Year Awards Glen Eira City Council PO Box 42 Caulfield South VIC 3162	IN PERSON Citizen of the Year Awards Glen Eira City Council Corner Glen Eira and Hawthorn Roads, Caulfield	ONLINE www.gleneira.vic.gov.au/ who-makes-you-proud
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For further information, contact Council's Service Centre on 9524 3333.

National Relay Service: TTY 13 36 77 or Speak and Listen 1300 555 727 or internet-relay.nrscall.gov.au then enter 03 9524 3333.



Nomination form

Nominee (the community group you would like to nominate)

Organisation: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Telephone: _____

Email: _____

Nominator (your details — you may be contacted for further information)

Title (Mr/Mrs/Ms/Miss): _____ First name: _____ Surname: _____

Position/organisation: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Telephone: (H) _____ (W) _____ (M) _____

Email: _____

Referee (this person may be contacted for further information)

Title (Mr/Mrs/Ms/Miss): _____ First name: _____ Surname: _____

Position/organisation: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Telephone: (H) _____ (W) _____ (M) _____

Email: _____

Referee (this person may be contacted for further information)

Title (Mr/Mrs/Ms/Miss): _____ First name: _____ Surname: _____

Position/organisation: _____

Address: _____

Suburb: _____ State: _____ Postcode: _____

Telephone: (H) _____ (W) _____ (M) _____

Email: _____

Nominator's signature: _____

Date: _____

