

Alpine Shire Community Awards Guidelines 2024

1.1 AWARD CATEGORIES

The Alpine Shire Community Awards are to be presented each year on 26 January to recognise valuable contributions and achievements by Alpine Shire residents. The nominations will be open in the following categories:

- **Community Event of the Year** (one Shire-wide award)
- **Community Organisation of the Year** (one Shire-wide award)
- **Local Achiever of the Year** awarded in:
 - Bright and District;
 - Myrtleford and District; and
 - Kiewa Valley
- **Local Young Achiever of the Year** awarded in:
 - Bright and District;
 - Myrtleford and District; and
 - Kiewa Valley

An overall award titled "**Alpine Shire Citizen of the Year**" will be awarded by the selection panel from among the winners of the Local Achiever and Local Young Achiever of the Year awards.

An overall award titled "**Lifetime Achievement Award**" will be awarded by the selection panel where a long history of outstanding service to the Alpine Shire community can be demonstrated. This award will only be given if the criteria are satisfied.

1.2 NOMINATIONS

- Nominations will be invited annually.
- Any supporting documentation must be photocopies of originals as nomination forms and supporting documentation will not be returned.
- Unsuccessful nominations will remain active for two years – i.e. the year they are nominated and the following year.
- Awards may not be presented in any one year if the standard of nominations does not meet that of previous winners.

1.3 ELIGIBILITY

The following criteria will determine the eligibility of nominations:

- Nominees must be Alpine Shire residents. However, where it can be shown that a non-Alpine Shire resident has made a significant contribution to the Alpine Shire community, they may be considered for the Local Achiever or Young Achiever of the Year awards only.
- Nominees for Local Young Achiever of the Year must be aged less than 25 years on 26 January in the year of award presentation.
- Self-nominations will not be accepted.
- Awards will not be granted posthumously.
- Previous award winners will not be considered unless a significant contribution in addition to prior activities can be demonstrated. A full list of prior winners can be found on the Community Awards page on Alpine Shire's website: www.alpineshire.vic.gov.au/community/grants-and-awards/community-awards
- Nominations should be made without the knowledge of the nominee.

1.4 ASSESSMENT CRITERIA

The following criteria will be used in the assessment of nominations:

Local Achiever, Local Young Achiever, and Alpine Shire Citizen of the Year

- Significant contribution to the Alpine Shire community and / or outstanding achievements considered appropriate by Council.
- Significant involvement in the Alpine Shire community
- An inspirational role model for the Alpine Shire community
- Undertakes activities that have long and short-term benefits for the community and / or its members
- Contributions made by the nominee must have been made on a voluntary basis.
- Contribution toward improving the quality of life for others (e.g. mentoring).
- Demonstrated excellence in their field (including academic achievements).

Community Organisation of the Year

- Performed outstanding community service or provided an exceptional level of care, support or assistance in either the current year or over a number of years.
- Deliver services to the Alpine Shire community.

Community Event of the Year

- Conducted an event that was generally outstanding and conducted during the year. Includes festival, events, projects etc.
- Provided community benefit and promoted positive outcomes for the Alpine Shire.

Lifetime Achievement Award

- Recognises a lifetime of outstanding community contribution (according to the criteria for Local Achiever, Young Achiever and Alpine Shire Citizen of the Year).

1.5 SELECTION / JUDGING

- The selection panel will consist of the following: Mayor, Deputy Mayor, other Councillor, Chief Executive Officer and Manager Customer Experience. Substitutes may be made where certain individuals are unavailable.
- All nominations will be kept confidential and will only be available to the panel and the Development Officer (Event Operations) as secretary.
- All nominations must be made on the official Alpine Shire Community Award nomination form and can only be judged against submitted detail outlined in the nomination form.
- Local Achiever and Young Achiever of the Year winners from each area are also judged for the overall Alpine Shire Council Citizen of the Year award.
- A Lifetime Achievement award will be awarded by the selection panel only if the criteria are satisfied.
- The decision of the Alpine Shire Council is final and no further correspondence will be entered into in respect of the decision.

1.6 FREQUENTLY ASKED QUESTIONS

Q: *When do nominations open and close?*

A: Nominations are open from Monday 13 November 2023 and close at 11.59pm on Sunday 17 December 2023.

Q: *Who can be nominated?*

A: Individuals, community groups/organisations and event organisers may be nominated. There are several categories under which a nomination may be made. Eligibility and assessment criteria for each category can be found in these Guidelines.

Q: *How do I submit a nomination?*

A: Nominations must be submitted using the official 2024 Nomination Form. The form is available on the Community Awards page on Alpine Shire's website (www.alpineshire.vic.gov.au/community/grants-and-awards/community-awards) or contact an Alpine Shire Customer Service Centre for a copy. Nominations forms along with all supporting documents may be submitted via post, email or delivered in person to the Alpine Shire Customer Service Centre in Bright. Nominations must be received by 11.59pm on Sunday 17 December 2023 to be eligible. Supporting documents will not be returned so please do not provide any originals.

Q: *How are the winners decided?*

A: A selection panel made up of Alpine Shire Councillors and Executive staff will determine the award winners each year.

Q: *What happens if my nomination is successful?*

A: All successful nominees will be informed in early-mid January and invited to attend their nearest Alpine Shire community celebration to receive their award. Nominees will not be told the identity of their nominator/s. Nominators will not be advised of the success or otherwise of their nomination prior to the award presentations.

Q: *What happens if my nomination is unsuccessful?*

A: Unsuccessful nominations that meet eligibility criteria will remain active for two (2) years. For example, an unsuccessful nomination received for the 2024 awards will also be eligible for the 2025 awards. After the two-year period has passed any unsuccessful nominations will be discarded. Unsuccessful nominees will not be informed of their nomination. Nominators will not be advised of the success or otherwise of their nomination.

Q: *When are the awards presented?*

A: The awards are announced on Friday 26 January 2024, at each of our community celebrations in Bright, Mount Beauty, Myrtleford, Harrietville and Mudgegonga. The event location at which each presentation is made is determined by the preference of the successful nominee.