



# Guide for Nominations

## Nomination requirements

1. Complete the SmartyGrants online nomination form available [here](#).
2. Provide written responses for the selected category (maximum of 200 words per question):

### **Outstanding contribution by a new Queensland—Individual only**

- When did the nominee first arrive in Queensland?
- How has the nominee used their skills, knowledge and experience to help others?
- What are some of the specific outcomes they have achieved?
- Why are the nominee's actions considered 'outstanding'?

### **Multicultural sector outstanding achievers—Individual/Organisation**

- How has the nominee's actions effectively facilitated and/or advanced participation and involvement of diverse Queenslanders in the community?
- What specific outcomes have they achieved?
- How has the nominee worked with others to achieve success?
- In what way does the nominee's innovative or unique approaches contribute to long-term beneficial outcomes?
- Why are the nominee's actions considered 'outstanding'?

### **Diversity and inclusion champion—Individual/Organisation**

- How has the nominee's actions effectively advanced participation and involvement of diverse Queenslanders?
- What specific outcomes have been achieved?
- In what way does the nominee's innovative, creative or unique approaches contribute to long-term beneficial outcomes?
- Why are the nominee's actions considered 'outstanding'?

### **Lifetime Achievement Award—Individual only**

- How have the nominee's continuous actions effectively advanced participation and involvement of diverse Queenslanders **for the past 20 years or longer**?
- What specific outcomes have been achieved?
- Why are the nominee's actions considered 'outstanding'?



3. A [Queensland Government Film/Photo Consent Form \(PDF\)](#) must be submitted with the nomination. Provide at least one (1) high quality photo of the individual or group being nominated. These photos may be used for social media promotion, website content or presentations at the awards ceremony.
4. Provide links containing the social media details of the individual or group being nominated so we can promote their success on social media. This can include Twitter, Facebook, Instagram or LinkedIn.
5. Provide two (2) referees to support the nomination. These referees may be contacted by the judging panel or department. Referees cannot be related to the nominee and must be familiar with the activities undertaken by the nominee.
6. Provide proof of consent if the nominator or nominee is under 18 years of age.
7. To give everyone the opportunity to nominate, the department will be accepting nominations in your language this year. If you are planning to submit your nomination in your language, I encourage you to email us at [MQM@des.qld.gov.au](mailto:MQM@des.qld.gov.au) for further information at least one week prior to the awards nomination closing date.



## Eligibility for nomination

To be eligible to receive a Multicultural Queensland Award the following criteria must be met:

- The nominee **must** be a resident of Queensland (individuals) or be a Queensland-based entity (organisations).
- The nominee **must** be of good name and character and have not engaged directly or indirectly in any conduct which might discredit the awards.
- The nominator **must** have the consent of the nominee to enter a nomination.
- Nominators and nominees under 18 years of age **must** have the consent of a parent/guardian to nominate or be nominated.
- The nominator **must** verify that the information about the nominee contained in the nomination is true and correct.
- All nominees **agree** that their name and photo can be used in any promotional activities conducted by the Department of Child Safety, Seniors and Disability Services.

Please note:

- Self-nominations are accepted (i.e. individuals or organisations may self-nominate).
- Nominators may nominate a family member.
- Referees cannot be family members of either the nominee or nominator.
- Nominations should be submitted under one category only (the same nomination should not be submitted under multiple categories).
- The assessment panel reserves the right to consider a nomination under a different category if it is deemed appropriate.
- Sponsors of Multicultural Queensland Month and/or the Multicultural Queensland Awards and their immediate family are ineligible to nominate or be nominated for the awards.
- Employees of the Department of Child Safety, Seniors and Disability Services involved in the administration and judging of the Multicultural Queensland Awards 2024 and their immediate family, and any other people involved with the administration and judging of the Multicultural Queensland Awards 2024 and their immediate family, are ineligible to nominate or be nominated for the awards.