

Guidelines

Queensland Reconciliation Awards 2025



Queensland
Government

Queensland Reconciliation Awards artwork

The Queensland Reconciliation Awards design depicts a celebration of diverse industries, services, leaders, and pathways that build strong and proud communities across Queensland. The five areas celebrated within the Reconciliation Awards are each represented by their own element, however, all elements also work together to create a landscape of strength and cohesion from the ground up.

The pink line above represents the Premier's award that sees the elevation and celebration of leaders among leaders. The design is contemporary in its palette and imagery, however, draws on both Torres Strait Islander and Aboriginal design sensibilities. The colours represent the diverse landscapes of Queensland and are bright and bold in recognition of the celebratory role of these awards.



The Queensland Reconciliation Awards is an initiative of the Queensland Government through the Department of the Premier and Cabinet, and the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism.

Message from the Premier



I am pleased to announce that nominations are open for the 2025 Queensland Reconciliation Awards.

These annual awards are an opportunity to shine a light on work being done to support reconciliation and positive outcomes in business, community, education, health, and partnerships.

Across Queensland, there are many organisations partnering with Indigenous and non-Indigenous people to improve health and wellbeing and create meaningful employment and educational opportunities. We value and support those who are creating positive change in communities.

Since 2003, the Queensland Government has recognised and celebrated more than 100 inspiring initiatives and partnerships that foster a more inclusive Queensland through their commitment to reconciliation.

I encourage all Queenslanders to nominate an initiative which has a positive impact on our state and fosters reconciliation in Queensland.

D. Crisafulli

THE HONOURABLE DAVID CRISAFULLI MP
Premier and Minister for Veterans



Message from the Minister

Minister for Women and Women's Economic Security,
Minister for Aboriginal and Torres Strait Islander Partnerships
and Minister for Multiculturalism



The Queensland Reconciliation Awards present a unique opportunity to shine a spotlight on the inspiring initiatives which embody the spirit of reconciliation.

In 2025, we're asking Queenslanders to recognise the remarkable efforts of programs that are advancing reconciliation and helping to foster social cohesion across our state.

Looking at past Queensland Reconciliation Awards nominees and recipients, mutual respect and deep collaboration is at the heart of these important and innovative initiatives.

We know strong relationships and unity, built on shared knowledge, are the stepping stones to prosperity – through reconciliation, we achieve more than the sum of our individual efforts.

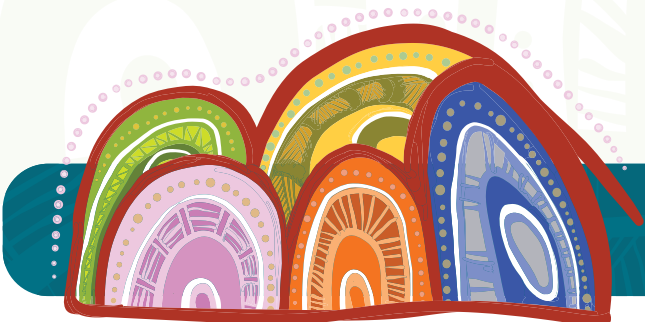
When we invest in building respectful relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous people, we can achieve meaningful outcomes and opportunities for all communities to thrive economically, socially and culturally.

I am excited about this year's awards, and I encourage everyone to get behind the champions in our communities by nominating them for a Queensland Reconciliation Award.

A handwritten signature in black ink, appearing to read 'Fiona Simpson'.

THE HONOURABLE FIONA SIMPSON MP

Minister for Women and Women's Economic Security
Minister for Aboriginal and Torres Strait Islander Partnerships
Minister for Multiculturalism



The awards

The Queensland Reconciliation Awards recognises initiatives and organisations going above and beyond their core business to foster reconciliation and pave the way for a better future for our state. The program provides an opportunity to showcase diverse and innovative reconciliation initiatives providing meaningful impact and social, cultural and economic outcomes across Queensland, while also increasing cross-cultural awareness and respect.

Awards timeline

4 February 2025	Nominations open
10 March 2025	Nominations close
March 2025	Judging
May 2025	Announcement of finalists
27 May – 3 June 2025	Announcement of award recipients during National Reconciliation Week



Award categories

Nominations will be accepted across the following categories:



Business

**Proudly supported by
Bank of Queensland**

For initiatives focused on building economic growth, employment, skills and career development, workplace inclusion and diversified opportunities through reconciliation in Queensland.



Partnership

Proudly supported by QUT

For initiatives consisting of two or more organisations with an equal and mutually beneficial relationship and input into the initiatives objectives and outcomes fostering reconciliation in Queensland.

Government departments and public service offices applying in this category must be able to demonstrate how the work undertaken within the partnership goes above and beyond their core business.



Community

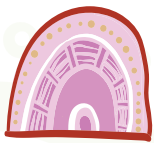
**Proudly supported by
The University of Queensland**

For initiatives focused on improving community relations and engagement and strengthening social cohesion through reconciliation in Queensland.



Premier's Reconciliation Award

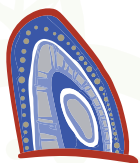
The Premier's Reconciliation Award will be presented to a nominated initiative that has demonstrated innovative strategies and exceptional outcomes toward advancing reconciliation in Queensland.



Education

**Proudly supported by
James Cook University**

For educational initiatives focused on championing reconciliation through cultural capability and knowledge sharing in communities and educational institutions in Queensland.



Health and wellbeing

Proudly supported by Santos

For health and wellbeing initiatives focused on closing the gap and improving equity and access and First Nations health and wellbeing outcomes in Queensland.

Government departments and public service offices applying in this category must be able to demonstrate how the work undertaken goes above and beyond their core business.

Nominations close 5pm, Monday 10 March 2025.

The winner of each category will receive \$5,000 (excluding GST) prize money. Winning government entities are not eligible to claim the prize money. Please see the conditions of entry for further information.

Winners will be announced during National Reconciliation Week, 27 May – 3 June 2025.



Our commitment to reconciliation.

At Bank of Queensland, we want to advance reconciliation for Aboriginal and Torres Strait Islander peoples in our community.

As part of our Reconciliation Action Plan we proudly continue our partnership with Clontarf Foundation and Stars Foundation, supporting

indigenous youth with funding to access education, financial literacy and employment pathways.

And, as a proud sponsor of the Business Category in the 2025 Queensland Reconciliation Awards, we congratulate all nominees and winners across this critical initiative.

The featured artwork, 'Burrul gi-gi Magula' (meaning 'growing together' in Kamilaroi), by Merinda Walters, was commissioned for BOQ's 150th anniversary.

BOQ

Ready today for tomorrow

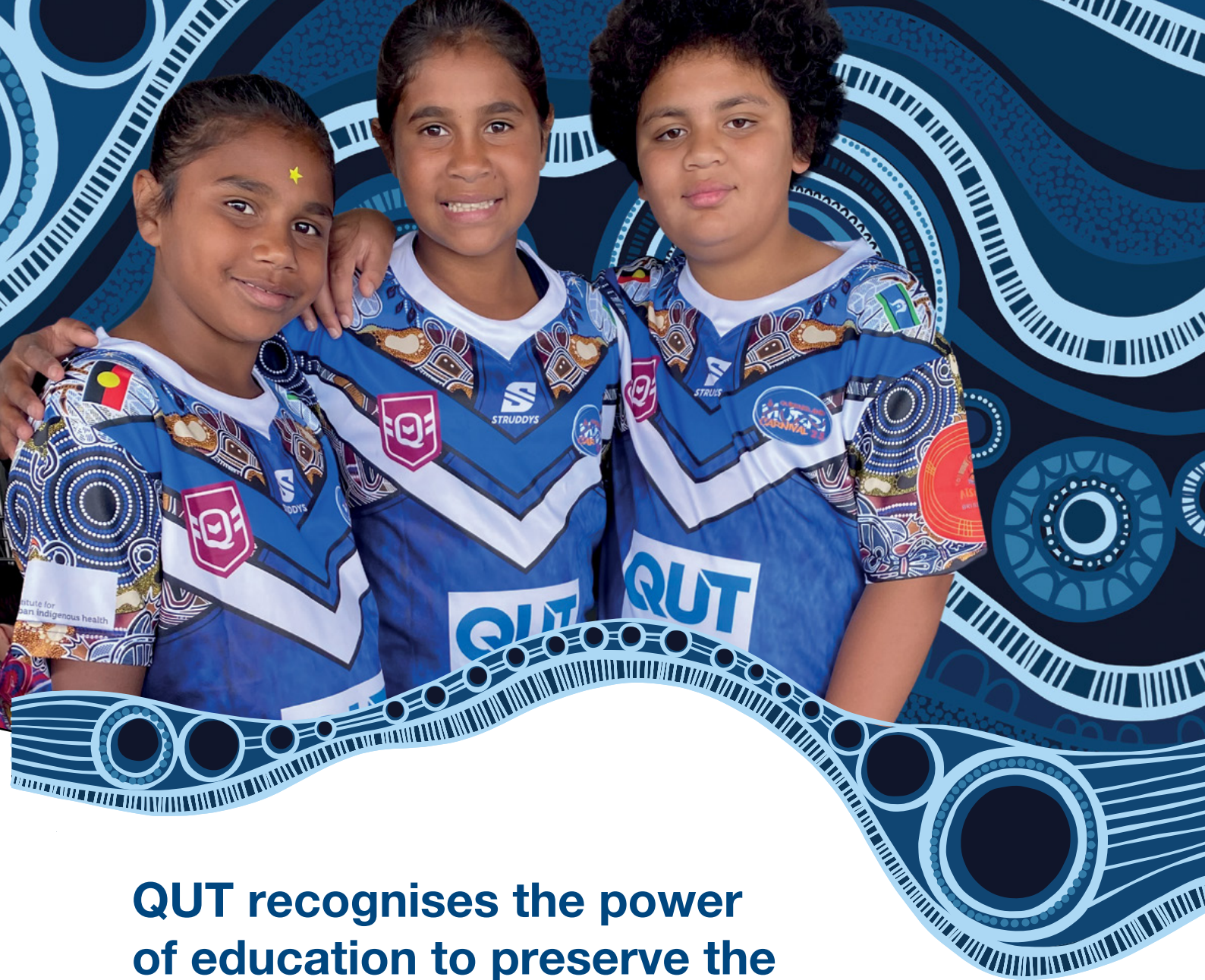


James Cook University (JCU) is a tertiary institution in North Queensland ranked in the top 2 per cent in the world¹.

The JCU Indigenous Education and Research Centre is a leader in providing Indigenous education research and engagement through successful and sustainable programs and services.

jcu.edu.au





QUT recognises the power of education to preserve the culture and deliver improved health, social and economic outcomes for the Aboriginal and Torres Strait Islander community.

We are committed to being the university of choice for Indigenous Australian staff, students and community members, and working with Indigenous Australians on what really matters to them.

We are a leader in change.

Partner with us

www.qut.edu.au/about/indigenous





NOW WE'RE TALKING...



Breakfast with Craig & Loretta
612AM or the ABC listen app

How to nominate

You may nominate a reconciliation initiative undertaken in Queensland in only one award category.

You must nominate the initiative in the most appropriate award category. Nominations for individuals are not accepted.

Nominations can be made by the organisation or by someone with the organisation's consent.

Please refer to these guidelines and the conditions of entry for full program criteria.

Nominations must be completed **online** at qldreconciliation.awardsplatform.com

Note: these guidelines will also be available online throughout the nomination process as hint boxes which will pop up as the nominator progresses through each stage.

Your online nomination must include:

1. Completed online nomination (required)

The nomination must be completed online at qldreconciliation.awardsplatform.com. Nominations provided in hard copy or by way of email, USB or cloud storage will not be accepted.

The nomination must be endorsed by the nominee's authorised officer (e.g. Chief Executive Officer, General Manager, Director-General, Chairperson, President). For nominations in the Partnership category, an authorised officer must sign for each nominated organisation. For nominations in the Health and wellbeing category, an authorised officer must sign for each nominated organisations should there be a partnership.

The online nomination must include contact details of a person directly connected to the nominee (point of contact) who is authorised to provide further information to the Awards Coordinator or selection panel if required.

2. Written or video response (required)

The online nomination must include written or video responses to the nomination questions. The questionnaire is outlined below in sections 1 to 3. The response should not include confidential information as the responses may be made publicly available should the nomination be shortlisted. Please ensure any presentations, photos or video references are clearly presented and include captions where relevant.

3. References (required)

Two references are required. References must be provided by an individual external and independent to the nominee (nominated organisation/s) who has direct knowledge of the initiative and is able to detail the initiative's impact and success. **The nominator cannot be a referee. The nominee's authorised officer cannot be a referee.**

Prior to providing the names of the referees, you must obtain their consent to being contacted by the Awards Coordinator or selection panel if necessary. As part of the standard reference check process, these referees may be contacted to verify their reference and provide additional information.

The references can be supplied as two written references, or at a minimum, one written reference and contact details for another referee. References must be written on official letterhead (if relevant), dated and include the referee's telephone number and email address.



4. Promotional material (required)

The following material must be provided for the State to use at any time (without further recourse to you) in its promotional activities relating to the awards, including without limitation in its official announcement of awards finalists and recipients, at the awards announcement and in materials for the awards announcement:

- The full and correct name of the nominated organisation, or in the case of a nomination in the Health and wellbeing or Partnership category, full and correct name of each organisation comprising the partnership. For example, where the organisation is registered on the Australian Business Register, you must provide the name as it appears on that register. Where the nominee has an Australian Business Number (ABN) or Australian Company Number (ACN), these details must be provided.
- The full and accurate name of the initiative.
- A summary of the initiative (maximum 100 words). The summary must be in two paragraphs: the first paragraph detailing the initiative and the second paragraph detailing the achievements of the initiative. This summary must be appropriate for publicity and may be used across marketing materials, should the initiative be selected as a finalist.
- One high resolution (300 dpi or higher) digital photograph depicting the initiative. The photograph must be at least 7.5cm by 11.5cm, five megabytes (5MB) and supplied in JPEG format. You must include a description for the photograph, the location it was taken, and the names of persons identified in the photograph. The photograph must not contain any objectionable or inappropriate content, including dangerous or inappropriate work practices.

You must obtain all necessary consents relating to the materials prior to submitting the nomination.

5. Supporting documentation (optional)

Supporting documentation may include photographs, videos, graphs, electronic media, articles, newsletters, brochures, testimonials, and anecdotes. Supporting documentation is optional and primary consideration is given to the response to nomination questions. These materials must be uploaded via the online nomination portal as prompted and will not be accepted by any other means

Please note the following:

- Nominations can only be submitted **online** via qldreconciliation.awardsplatform.com
- Nominations provided in hard copy or by way of email, USB or cloud storage will not be accepted.
- Written references, promotional materials and supporting documentation will only be accepted via the online upload function within your nomination at qldreconciliation.awardsplatform.com and not by any other means.
- Receipt of all nominations will be acknowledged via an automatically generated email from Award Force. Please ensure you provide a correct email address on your nomination form. If you do not receive a confirmation email within two business days after submitting your nomination, please notify the Awards Coordinator via email at reconciliation.awards@premiers.qld.gov.au or telephone (07) 3003 9200. No responsibility will be taken for the nominee's failure to acknowledge receipt of the confirmation email.
- The point of contact listed on the nomination form may be contacted after submitting a nomination and asked to provide further details.
- Nominations must be received by **5pm, Monday 10 March 2025**. Late nominations will not be considered. No responsibility will be taken for nominations that are not received by the closing date.

For more information about the awards or how to complete your nomination, please contact the Awards Coordinator via email at reconciliation.awards@premiers.qld.gov.au or telephone (07) 3003 9200.



Nomination questions – sections 1 to 3

The nomination **must** address the questions in sections 1 to 3 below for the nomination to be valid and considered by the selection panel. When answering the questions, it is important to provide specific examples of how the nominee's initiative has been outstanding.

If the initiative has previously received a Queensland Reconciliation Award, your nomination must clearly explain the changes to the initiative since the previous nomination.

Initiatives which have been nominated for a Queensland Reconciliation Award for each of the previous two consecutive years are not eligible for nomination in this awards program unless there has been a significant change to the initiative since its last nomination.

You must also detail if the initiative has changed name or amalgamated with another organisation since its previous nomination.

Section 1: Initiative overview

(maximum 300 words or two-minute video response)

Provide an overview of the initiative including highlights, facts and evidence. Remember to be clear and concise, as this overview is the first impression for the selection panel. You should consider the following for each category:

- What is the background of the initiative?
- What is the nominee's role?
- Why was the initiative introduced and how long has it been in practice?
- What are the outcomes of the initiative?
- How does this initiative go beyond the nominee's core business?
- Who are the nominee's customers, clients and/or key stakeholders?
- How many staff are involved in the initiative? What percentage of the nominee's staff are of Aboriginal and/or Torres Strait Islander background?

- What are the nominee's main sources of funding (including income, sponsorship, in-kind support and/or grants)? Include exact amounts or percentages.

For the **Partnership category** consider:

- How was the partnership formed?
- Who is the lead partner?
- What is the working relationship between the partners?
- How does each partner contribute to the partnership?
- How did each partner contribute to the initiative?
- What is the core business of each of the partners? What is the partnership's core business? How does the initiative go beyond the core business expectations of the partners and the partnership?
- What are the outcomes of this partnership/initiative?
- What is the percentage of funding committed by each partner?

Section 2: Facilitating reconciliation

(maximum 300 words or two-minute video response)

- a) What is the initiative's impact on reconciliation in the nominee's local area, region and/or Queensland wide?
 - Detail how the initiative's impact revolves around reconciliation.
 - Provide **clear examples** of further outcomes or **include data demonstrating results** achieved by the initiative.
 - Detail the most significant change or achievement as a result of implementing the initiative.
 - Consider using a case study to outline an example of the impact resulting from the initiative.
- b) Describe the key elements of the initiative that currently foster reconciliation through the five



dimensions of reconciliation, developed by Reconciliation Australia¹:

- **Race relations:** All Australians understand and value Aboriginal and Torres Strait Islander and non-Indigenous cultures, rights and experiences, which results in stronger relationships based on trust and respect and that are free of racism.
- **Equality and equity:** Aboriginal peoples and Torres Strait Islander peoples participate equally in a range of life opportunities and the unique rights of Aboriginal peoples and Torres Strait Islander peoples are recognised and upheld.
- **Institutional integrity:** The active support of reconciliation by the nation's political, business and community structures.
- **Unity:** An Australian society that values and recognises Aboriginal and Torres Strait Islander cultures and heritage as a proud part of a shared national identity.
- **Historical acceptance:** All Australians understand and accept the wrongs of the past and their impact on Aboriginal peoples and Torres Strait Islander peoples. Australia makes amends for past policies and practices ensures these wrongs are never repeated.

Additional elements may include:

- improving community relations and engagement
- improving employee relations
- building economic growth
- providing a culturally appropriate workplace
- improving cultural engagement
- improving the health and wellbeing of people and communities
- providing support, guidance and/or career development for Aboriginal and Torres Strait Islander employees
- addressing cultural perceptions
- educating the community on Aboriginal and Torres Strait Islander issues and challenges

- developing partnerships with local Aboriginal and Torres Strait Islander communities and organisations
- other significant areas of the business, organisation or project.

Your response should focus on recent changes, initiatives or achievements (i.e. from the last two years).

Section 3: Future plans for reconciliation

(maximum 300 words or two-minute video response)

- c) How does the nominee plan to evaluate the initiative's impact on reconciliation?
- d) How does the nominee plan to improve, sustain or further develop the initiative? Address timeframes and funding sources.

Selection criteria

Nominations will be reviewed by an independent selection panel and will be assessed on the following criteria:

- the initiative's impact on the organisation, people, culture, and community
- how the contribution to reconciliation is beyond the core business expectation of the organisation or initiative
- evidence of the initiative's success
- innovation, creativity and resourcefulness used for the concept
- resources and funding available to the organisation or initiative geographical boundaries associated with the initiative
- the extent to which the initiative is fulfilling the five dimensions of reconciliation.

1 Reconciliation Australia, *The State of Reconciliation in Australia Report 2021*



Conditions of entry

- 1 The 2025 Queensland Reconciliation Awards (“Awards”) is conducted by the State of Queensland through the Department of the Premier and Cabinet (“State”).
- 2 The Awards guidelines, all entry instructions, requirements and prize information published by the State and publicly available on the State’s Awards website and qldreconciliation.awardsplatform.com form part of these Conditions of entry (“Conditions”).
- 3 By submitting a nomination in the Awards, you agree to be bound by these Conditions. Failure to abide by these Conditions may render a nomination ineligible for the Awards.

Interpretation

- 4 In these Conditions:
 - a) “Award Category” means the relevant category described as either “Business”, “Community”, “Education”, “Health and wellbeing” or “Partnership” as set out in the Awards guidelines.
 - b) “Initiative” includes, but is not limited to, projects, collaborations, programs, and strategies that actively promote reconciliation in Queensland.
 - c) “Nominee” means the organisation, or in the case of a nomination in the Partnership Award Category, the organisations, which is/are the subject of a nomination in the Awards.
 - d) “Nominator” means the person making the nomination and responsible for submitting the nomination in accordance with these Conditions.
 - e) “Nomination Questions” means the nomination questions sections 1 to 3 set out in the Award guidelines.
 - f) “You” means the person making the nomination and responsible for submitting the nomination in accordance with these Conditions.

Eligibility requirements

- 5 **Business**
 - a) Nominations will only be accepted for the Business Award Category if the Initiative is carried out in Queensland and advances reconciliation through business practices.
- 6 **Community**
 - a) Nominations will only be accepted for the Community Award Category if the Initiative is carried out in Queensland and advances reconciliation within, and for the community.
- 7 **Education**
 - a) Nominations will only be accepted for the Education Award Category if the Initiative is carried out in Queensland and advances reconciliation through educational practices and programs.
- 8 **Health and wellbeing**
 - a) Nominations will only be accepted for the Health and wellbeing Award Category if the Initiative is carried out in Queensland and advances reconciliation through accredited and certified health and wellbeing services.
 - b) A nomination involving a State government department, government owned corporation or statutory body will only be accepted if they can clearly demonstrate how the Initiative goes above and beyond its core business.
- 9 **Partnership**
 - a) Nominations will only be accepted for the Partnership Award Category if the Initiative is carried out in Queensland by:
 - i) a partnership comprising of two or more organisations with equal accountability and contribution to the Initiative.
 - b) A nomination involving a partnership with a State government department, government owned corporation, statutory body or statutory authority will only be accepted if they can clearly demonstrate how the Initiative goes above and beyond its core business.



Nomination requirements

- 10 A nomination will only be eligible if:
 - a) a complete nomination, which addresses the Nomination Questions, is submitted online at qldreconciliation.awardsplatform.com;
 - b) for a nomination in the Partnership Award Category, the nomination clearly identifies all entities comprising the partnership and nominates a lead partner for the Awards;
 - c) the nomination is endorsed by the Nominee's authorised officer, or in the case of a nomination in the Partnership Award Category, endorsed by an authorised officer from each of the entities comprising the partnership;
 - d) the nomination is accompanied by:
 - i) two references by individuals external to, and independent from, the Nominee and the Initiative;
 - ii) the promotional material set out in the Awards guidelines;
 - e) the Nominee meets the eligibility requirements of the relevant Award Category; and
 - f) the nomination complies with these Conditions.
- 11 Nominations close **5pm, Monday 10 March 2025** ("Closing Date").
- 12 You are responsible for ensuring receipt of the nomination by the State and no responsibility will be taken for nominations which are not received by the State by the Closing Date, including lost or misdirected nominations.
- 13 An Initiative can only be nominated in one Award Category. You are responsible for nominating the most appropriate Award Category for the Initiative. The State and the selection panel reserve the right to reallocate the nomination to a different Award Category if, in their opinions, the nomination is not eligible in the Award Category nominated by You. In the event the State or the selection panel propose reallocating the nomination to another Award Category, the State will notify you of the reallocation.
- 14 You warrant that:
 - a) You have obtained the consent of the Nominee for the making of the nomination in accordance with these Conditions;
 - b) the information provided in the nomination is complete, true and accurate. The State accepts no responsibility for erroneous information provided in the nomination; and
 - c) You have obtained the consent of the referees to provide references for the Initiative.
- 15 Initiatives which have been nominated for a Queensland Reconciliation Award for each of the previous two consecutive years are not eligible for nomination in the Awards unless there has been a significant change to the Initiative since its most recent nomination.
- 16 Previous recipients of the Queensland Reconciliation Awards or the Reconciliation Awards for Business are eligible to nominate a new or different Initiative in the 2025 Queensland Reconciliation Awards. Initiatives that have been previously recognised as recipients in the Queensland Reconciliation Awards or the Reconciliation Awards for Business may only be nominated again if significant changes have occurred since receiving the award. The selection panel, in its absolute discretion, will only consider nominations that warrant additional recognition.
- 17 All costs associated with the preparation of nominations and any associated costs, including travel and accommodation for attendance at the Awards announcement, will be the responsibility of the Nominee.
- 18 The State reserves the right at any time to verify the eligibility of a nomination.
- 19 The State reserves the right to reject or disqualify a nomination, if in the State's sole discretion, the nomination is found at any stage not to have complied with these Conditions, information contained in the nomination is false or misleading, or the nomination brings the Awards into public disrepute or ridicule, or offends public opinion or reflects unfavourably upon the Awards' reputation.



Selection panel

- 20 The Awards will be assessed by a selection panel, which may consist of persons outside of the public sector and/or community, industry and business representatives.
 - 21 The selection panel will determine the eligibility of each nomination (including whether the Nominee and Initiative meet these Conditions), assess each nomination in accordance with the Award criteria set out in the Awards guidelines and award the winner for each Award Category.
 - 22 The selection panel's decision is final on all matters relating to the Awards (including, without limitation, the nomination process, eligibility of Nominees for Award Categories and the selection of Awards recipients) and no correspondence will be entered into.
 - 23 The selection panel or the State reserve the right to ask You or the Nominee to provide additional information.
 - 24 The number of Awards recipients allocated in each Award Category will be at the State's and selection panel's discretion.
 - 25 The State and the selection panel reserve the right not to allocate an award in any of the Award Categories if, in their opinions, the nominations are of insufficient merit.
- a) a Queensland Government department or agency;
 - b) a company registered under the Corporations Act 2001 (Cth) where the state of Queensland is a shareholder or the shares are held beneficially by the State of Queensland;
 - c) a Government Owned Corporation established under the Government Owned Corporations Act 1993; and
 - d) a statutory body or statutory authority.
- 30 In the event that an entity listed in clause 29 (a), (b), (c) or (d) wins an Award Category (Nominating Entity), it may nominate a not-for-profit organisation as a beneficiary of the prize money (Beneficiary).
The Nominating Entity must:
 - i) ensure the Beneficiary is a not-for-profit organisation that actively partners on joint initiatives with the Nominating Entity; and
 - ii) provide the Beneficiary's details in the nomination form during the nomination period.A not-for-profit organisation for the purpose of this clause is any entity that:
 - iii) is not formed for the purpose(s) of financial gain; and
 - iv) is not an entity referred to in clause 29 (a), (b), (c) or (d).

Prizes

- 26 The recipients of the Awards will be announced during National Reconciliation Week (27 May – 3 June 2025).
- 27 The winning recipient of each Award Category will receive \$5,000 (excluding GST).
- 28 The recipient of the award in the Partnership Award Category will receive \$5,000 (excluding GST), which will be distributed evenly amongst each entity comprising the partnership.
- 29 In the event one of the following entities is a winning recipient of an Award Category, it will not be eligible to claim the prize money for that Award Category:
 - 31 In the event that an entity listed in clause 29 (a), (b), (c) or (d) is working in partnership with a winning recipient in the Partnership Award Category, its share of the prize money will be distributed evenly amongst the remaining entities comprising the partnership.
 - 32 In the event the selection panel deems two or more nominees joint winners in the same Award Category, the prize money will be distributed evenly amongst the winning nominees.



Personal information

33 You warrant that:

- a) You have obtained the consent of each person connected with the Initiative and listed in the nomination for their:
 - i) personal information to be submitted to the State and the selection panel for the purpose of administering and judging the Awards;
 - ii) name to be used in connection with the Initiative description by the State to report on and promote the Awards, including if they are finalists, in the Awards announcement materials, the Awards website and the State's social media channels;
 - iii) name to be disclosed to and used by the State including other state government departments and agencies in connection with the nominated Initiative to report on and promote the Awards and nominations on the State's websites and social media channels; and
 - iv) name, contact email and telephone number to be provided to the State's public relations contractor, for the purpose of contacting them to seek their consent to being interviewed to develop media content about their involvement in the Awards;
- b) You have obtained the consent of each identifiable person in any photographs submitted as part of the nomination for their personal information, including their name and image, to be submitted to the State and the selection panel and to be used by the State to report on and promote the Awards;
- c) You have obtained the consent of the referees for their names and contact details to be provided to the State and the selection panel in connection with the administering and judging of the Awards; and

- d) where the nomination comprises any other personal information, the relevant persons have consented to their personal information being provided to the State and the selection panel in connection with the administering and judging of the Awards.

34 You agree that:

- a) Your personal information will be:
 - i) collected by the State for the purpose of administering and judging the Awards;
 - ii) disclosed to the Nominee and referees for the purpose of administering and judging the Awards; and
 - iii) disclosed to the selection panel for the purpose of assessing the Awards;
- b) You have obtained the prior consent of the referees to disclose the referees' personal information to the State and selection panel to enable the State or the selection panel to contact the referees to verify the information contained in the nomination.

Intellectual property

35 You acknowledge and agree and warrant that each person connected with the Initiative and listed in the nomination acknowledges and agrees:

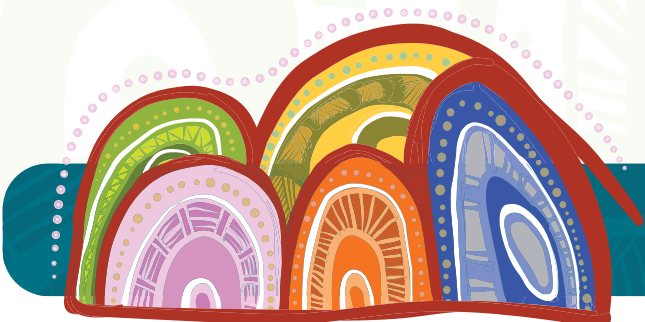
- a) that the material contained in the nomination is not of a confidential nature;
- b) that the State have a perpetual, royalty-free, non-exclusive licence to edit, amend, copy, reproduce, use, publish, and communicate to the public, in full or part, the material contained in the nomination, including but not limited to, photographs and videos;
- c) that the State's use of material contained in the nomination in accordance with these Conditions will not give rise to any infringement or unauthorised use of any third party intellectual property rights;
- d) that you will not make any claim against the State arising from the exercise of this licence granted to the State, including claims in relation to any moral rights that you may otherwise have; and
- e) to indemnify the State against all costs and claims by any third parties arising from a breach of these warranties.

Promotion

- 36 You agree to the State using your personal information (including your name and image) and material contained within the nomination in connection with the Awards to report on, publicise and promote the Awards, both now and in future years, including in print and online format such as the State's websites, and on the State's social media channels.
- 37 You have obtained the consent of the Nominee to the State using its name and the material contained within the nomination in connection with the Awards to report on, publicise and promote the Awards, including in print and online format such as the State's websites, and on the State's social media channels.
- 38 Finalists in the Awards and Awards recipients may be requested by the State to be photographed and filmed for promotional purposes and to be profiled on the State's websites and the State's social media channels.

General

- 39 In no event will the State or selection panel be held responsible for any comment, viewpoint or expression, whether direct or implied, concerning the standard or quality of a nomination. You agree not to bring claims against the State or any selection panel member in relation to selection panel's feedback (if any) on the nomination.
- 40 No person shall be entitled to claim compensation or loss from the State for any matter arising out of the Awards, including but not limited to failure by the State to comply with these Conditions.
- 41 To the full extent permitted by law, the State is not liable for any injury, damages, expenses or loss whatsoever (including but not limited to indirect or consequential loss) to persons or property by reason of any act or omission, deliberate or negligent, by the State, or its officers, employees, subcontractors, and agents in relation to the Awards.
- 42 In the event an Awards recipient is registered, or required to be registered, for GST under *A New Tax System (Goods and Services) Act 1999* (Cth), the Awards recipient may, in the State's reasonable discretion, be required to issue a valid tax invoice to the State of Queensland for the amount of the relevant category prize money, or a declaration stating that a tax invoice is not required, no later than 28 days after the award winners are announced.
- 43 The State may change these Conditions or cancel or vary the Awards at any time, whether before, on or after the Closing Date.
- 44 These Conditions are governed by the laws of Queensland.



Privacy information

Should you wish to submit a nomination in the 2025 Queensland Reconciliation Awards (the Awards), the State of Queensland (the State) through the Department of the Premier and Cabinet will collect personal information incorporated in the nomination to coordinate/administer the Awards. Personal information collected from the nomination form will be used by the State's authorised employees and officers to administer the Awards.

Your name, as the person making the nomination, may also be disclosed to the nominee. Personal information contained in the nomination will be provided to a selection panel, comprised of persons from within and external to the public sector and community, industry and business representatives, for the purpose of judging the Awards. If your nomination is shortlisted, the names of individuals involved in the Initiative as provided in the nomination form may be disclosed on the State's websites, the State's social media channels, other state government department and agency websites and social media channels, and in Awards announcement materials.

By submitting a nomination, you consent and have obtained the consent of each individual listed in the nomination, to the State disclosing the names of the individuals listed in the nomination in connection with the nominated Initiative, to promote, publicise and report on the Awards, both now and in future years, in print and online format and on the State's social media channels.

The contact details that you provide on the nomination form may be used by the State to seek further information regarding your nomination for the Awards and to notify you of upcoming events, initiatives and programs administered by the State.

The Awards is being conducted by the State using Award Force, a cloud-based software system, and information that you provide in this nomination will be uploaded to the Award Force platform and may be stored outside of Australia. By submitting this nomination, you agree to such transfer. Further information on Award Force's treatment of personal information is available at: awardforce.com/privacy-policy.

You should be aware that material provided by you may be subject to disclosure under the *Right to Information Act 2009* subject to the exemptions under that Act. Your personal information will not be otherwise used or disclosed without your consent unless authorised or required by law.

If at any time you would like your personal information removed from our database, please send your request to reconciliation.awards@premiers.qld.gov.au

Further information about the State's treatment of, and your right to access your personal information, can be viewed at premiers.qld.gov.au/tools/privacy.aspx.



Nomination checklist

Before submitting your nomination, please review the checklist below to ensure you have complied with all necessary components of the nomination process.

- Have you reviewed the guidelines including the award categories, nomination questions and Conditions of entry to ensure your nomination is in the appropriate category?
- Have you obtained the consent of each person connected with the initiative, and listed in the nomination, for their personal information to be collected, used and disclosed in accordance with the guidelines?
- Have you answered all questions related to the nomination and provided all necessary supporting material?
- Have you provided the appropriate nominator contact details should there be any questions about the nomination?
- Have you provided two references? These can be provided as:
 - two written references, or
 - one written reference and contact details for a second referee.

- Ensure your references:
 - are not from the same organisation
 - are external and independent from the nominated organisation/s
 - have direct knowledge of the initiative and can detail the initiative's impact and success
 - have consented to being contacted by the Awards Coordinator and judging panel if necessary
 - are not the nominator or the endorser of the nomination.
- Is your nomination endorser the appropriate authorised officer (e.g. Chief Executive Officer, General Manager, Director-General, President, Chairperson) within the nominated organisation?



Sponsors

The Queensland Reconciliation Awards is an initiative of the Queensland Government through the Department of the Premier and Cabinet, and the Department of Women, Aboriginal and Torres Strait Islander Partnerships and Multiculturalism.

The awards program is supported by:



Visit qld.gov.au/reconciliation for more information on previous Queensland Reconciliation Awards finalists and winners.