



2011 ACT CHIEF MINISTER'S
INCLUSION AWARDS



AWARD CONDITIONS, ELIGIBILITY AND CRITERIA

LODGMET OF NOMINATIONS AND SUBMISSION

Nomination closing date: **Thursday 1 September 2011**

Submission closing date: **Thursday 22 September 2011**

Email the Submission Document to: Awards Manager
manager@blits.org.au

Post ***supporting material*** to: Awards Manager
ACT BLITS
PO Box 2158
Canberra ACT 2601

CONFIRMATION OF LODGMET

E-mail and postal nominations will receive a return confirmation notice within 3 business days of receipt. If you do not receive a confirmation notice, please contact:

The Awards Manager, ACT BLITS; p: 0402 132 194, e: manager@blits.org.au

CONDITIONS OF ENTRY

1. Nominees must meet and exceed the minimum requirements of the Disability Discrimination Act 1992 in including people with disabilities as customers or service users.
2. The judges' decision will be final and no correspondence or discussion will be entered into.
3. In making an application for these Awards, the businesses and individuals submitting give permission for the ACT Chief Minister's Inclusion Awards to publish details of the entry for the purpose of promoting these Awards.

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4. Any photographic film, either still or motion will remain the property of the ACT Chief Minister's Inclusion Awards who shall have free and full rights to use the name, photograph or film or recommendation of any nominee in perpetuity.
5. Businesses and individuals lodging award submissions agree to be available for the Awards Ceremony on **Thursday 10 November 2011**.
6. Entry is conditional upon confirmation of eligibility by the judging panel.
7. Entry into the ACT Chief Minister's Inclusion Awards constitutes acceptance of all terms and conditions.
8. By lodging this submission the awards entrant affirms that the individuals and/or business lodging this submission have not been found to be in breach of Human Rights legislation or currently disputing a claim under this legislation.

ELIGIBILITY

- 1) The Awards are open to people, businesses and organisations that have taken significant steps to include people with disabilities.
- 2) Businesses or organisations must be operational at the time of presentation of an Inclusion Award. Organisations that have been found in breach of ACT or Commonwealth law or the Human Rights ACT 2004 will be excluded.
- 3) Business, organisations or individuals nominated for an Award must be based in the ACT. Organisations nominating for the Inclusion in Small Business Award and Inclusion in Medium-Large Business Award categories must be businesses with an Australian Business Number (ABN) offering goods or services for sale.
- 4) Government funded specialist disability employment services and disability service providers are not eligible to be nominated for the Small and Medium-Large business awards but may nominate other eligible persons or organisations for all other categories.

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- 5) Australian Government (Commonwealth) agencies are not eligible for the ACT Government Award but may nominate other eligible persons or organisations.
- 6) Non-Government organisations nominated for an Award must be providing a service other than the core business they are funded to provide.

ASSESSMENT CRITERIA

Nominations will be assessed on how well a business, organisation or individual:

- 1) Makes it a priority to establish or promote accessibility for people with a disability.
- 2) Creates an environment that includes and encourages people with a disability.
- 3) Expands opportunities for people with a disability.
- 4) Provides an example of excellence and/or demonstrates how the benefits of inclusion, benefit the whole community.
- 5) Activities, project or involvement demonstrates potential for and/or commitment to ongoing support/sustainability.
- 6) In the business awards, priority will be given to those nominations that demonstrate how the business has established a standard of excellence above and beyond minimum requirements.
- 7) In all award categories, priority will be give to those nominations with a demonstrated commitment to on-going and sustainable activities.

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THE JUDGING PANEL

An independent panel will judge the nominations against the selection criteria. The panel will include people from business, community and government. Judges cannot be nominated for an award and are required to declare conflicts of interest.

The Judging Panel reserves the right to exclude nominations from businesses, organisations or individuals deemed unsuitable to receive an Inclusion Award.

ASSISTANCE WITH SUBMISSIONS

People with disabilities needing assistance in the preparation of submissions and nominees or nominators with questions regarding any aspect of these awards should contact the Awards Manager.

Disclaimer

ACT BLITS and the awards manager will not be responsible for the improper delivery or non-arrival of awards material.