



**Sport NSW**  
*NSW Community  
Sports Awards*

**2017  
NOMINATION  
GUIDELINES**

# PREAMBLE

The NSW Community Sports Awards, presented by Sport NSW, recognise outstanding achievements and contributions to community sport in NSW – largely carried out by a volunteer workforce. Nominations for the 2017 Awards are now open.

More than 500,000 people across NSW voluntarily dedicate their time every year through their involvement in sporting clubs and organisations. Put simply, sport would not exist without them.

The NSW Community Sports Awards will be formally presented on **Thursday 29 June at NSW Parliament House.**

Nominations are invited for eight annual awards plus the Distinguished Long Service Awards for those that have given exceptional long service to their sport.

	CATEGORY		CATEGORY
1	Community Official	6	Community Team
2	Young Official	7	Community Club
3	Community Coach	8	Community Event
4	Young Coach	9	Distinguished Long Service Award
5	Community Sport Administrator		

# NOMINATION GUIDELINES

## CONDITIONS OF ENTRY FOR ALL AWARDS CATEGORIES

Nominations are to be endorsed by a Sport NSW member organisation, such as; State Sporting Organisation, State Sporting Organisation with a disability, regional not-for-profit organisations such as Regional Academies of Sport or Associate Members of Sport NSW (ie. local council).

Please note that **only one nomination per award category** can be lodged by each member with the exception of those members who represent more than one sport.

- All fields must be completed on the online nomination form and additional documents submitted will not be considered.
- Each nomination is to be accompanied by two high resolution images (jpeg or png file format). One portrait and one action (if applicable).
- Sport NSW retains the rights to add nominations and may cancel a category if insufficient nominations are received.
- Sport NSW may use information provided within the nomination including imagery for publicity purposes and as best practice case studies. This may include traditional and social media as well as email communications for which you assign rights to Sport NSW for this purpose.
- **Nominations close Sunday 14 May 2017 at 11.59pm.**
- Nominations are to be completed online at [www.sportnsw.com.au/2017NSWCommunitySportsAwards](http://www.sportnsw.com.au/2017NSWCommunitySportsAwards)

Nominations are for achievements / contributions from 1 May 2016 to 30 April 2017.

## JUDGING PROCESS

- The NSW Community Sports Awards Selection Panel will consist of at least four people including representatives from:
  - Sport NSW
  - Sports Industry
  - Office of Sport
  - NSW Volunteering
  - Media
- The decisions of the Awards Selection Panel are final

## HOW TO NOMINATE

### SPORT NSW MEMBERS

*State Sporting Organisations, State Sporting Organisations with a disability, regional not-for-profit organisations such as Regional Academies of Sport or Associate Members of Sport NSW (ie local council).*

1. Identify potential nominees within your organisation and also encourage your affiliated clubs to participate. Noting, nominations are to be endorsed by a member of Sport NSW and that only one nomination per award category can be lodged by each member with the exception of those members who represent a number of different sports.
2. **Nominations close Sunday 14 May 2017 at 11.59pm.**
3. Nominations are by online submission at [www.sportnsw.com.au/2017NSWCommunitySportsAwards](http://www.sportnsw.com.au/2017NSWCommunitySportsAwards)

### LOCAL COMMUNITY SPORT CLUBS

We encourage you to recognise your volunteers but please remember to:

1. Contact your State / Peak Sporting Organisation initially to discuss prospective nominations.
2. Complete all sections of the online nomination form at [www.sportnsw.com.au/2017NSWCommunitySportsAwards](http://www.sportnsw.com.au/2017NSWCommunitySportsAwards) indicating whether the submission has been endorsed by your State / Peak Sporting Organisation.

## WINNER ANNOUNCEMENT AND PRESENTATION

- Sport NSW will announce the finalists within each category in the week commencing Monday 29 May and the list of finalists will be publically available via the Sport NSW website.
- The NSW Community Sports Awards will be presented on **Thursday 29 June 2017** at **NSW Parliament House**.

## AWARDS CATEGORIES - CONDITIONS OF ENTRY AND CRITERIA

	CATEGORY	CRITERIA
1	<b>Community Official</b>	<p>Awarded to umpires, referees, technical officials etc at national and state championships, regional, association or club level for outstanding achievements and contributions in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Nominee must be primarily based in NSW and / or consider NSW to be their home state</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Level of competition regularly officiated</li> <li>▪ Major tournaments / championships officiated</li> <li>▪ Level of accreditation and commitment to ongoing development</li> <li>▪ Shows leadership including mentoring / education of other officials</li> </ul> <p><i>*Please note that this is for community sport officials only. Professional national and international officials are recognised under the 'Official' category in the NSW Sports Awards program.</i></p>
2	<b>Young Official</b>	<p>Awarded to young umpires, referees, technical officials etc at national and state championships, regional, association or club level for outstanding achievements and contributions in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Nominee must be primarily based in NSW and / or consider NSW to be their home state</li> <li>▪ Applicant must be no older than 21 years of age as at 30 April 2017</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Level of competition regularly officiated</li> <li>▪ Major tournaments / championships officiated</li> <li>▪ Level of accreditation and commitment to ongoing development</li> <li>▪ Shows leadership amongst peers and is active in developing their sport</li> </ul> <p><i>*Please note that this is for community sport officials only. Professional national and international officials are recognised under the 'Official' category in the NSW Sports Awards program.</i></p>



	CATEGORY	CRITERIA
3	<b>Community Coach</b>	<p>Awarded to coaches at national and state championships, regional, association or club level for outstanding achievements and contributions in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Nominee must be primarily based in NSW and / or consider NSW to be their home state</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Level of competition coached and success of coached individual / team</li> <li>▪ Level of accreditation and commitment to ongoing development</li> <li>▪ Innovative coaching techniques and programs</li> <li>▪ Shows leadership including mentoring / education of other coaches</li> <li>▪ Promotes a healthy culture in a fair, safe and inclusive environment for sporting participation</li> </ul> <p><i>*Please note that this is for community sport coaches only. Professional national and international coaches are recognised under the 'Coach' category in the NSW Sports Awards program.</i></p>
4	<b>Young Coach</b>	<p>Awarded to young coaches at national and state championships, regional, association or club level for outstanding achievements and contributions in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Nominee must be primarily based in NSW and / or consider NSW to be their home state</li> <li>▪ Applicant must be no older than 21 years of age as at 30 April 2017</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Level of competition coached and success of coached individual / team</li> <li>▪ Level of accreditation and commitment to ongoing professional development</li> <li>▪ Innovative coaching techniques and programs</li> <li>▪ Shows leadership amongst peers and is active in developing their sport</li> <li>▪ Promotes a healthy culture in a fair, safe and inclusive environment for sporting participation</li> </ul> <p><i>*Please note that this is for community sport coaches only. Professional national and international coaches are recognised under the 'Coach' category in the NSW Sports Awards program.</i></p>

	CATEGORY	CRITERIA
5	<b>Community Sport Administrator</b>	<p>Awarded to community sport administrators at regional / district or club level for outstanding achievement and contribution in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Nominee must be based in NSW</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Level of administration</li> <li>▪ Positive impact on club / organisation eg. membership, financial viability, new program implemented, major events conducted etc</li> <li>▪ Examples of initiatives, teamwork, innovation and leadership</li> <li>▪ Mentoring of new administrators and committee members</li> <li>▪ Promotes a healthy culture providing a fair, safe and inclusive environment</li> </ul> <p><i>*Please note that this is for community sport administrators only. Professional administrators are recognised under the 'Administrator' category in the NSW Sports Awards program.</i></p>
6	<b>Community Team</b>	<p>Awarded to a team for outstanding performance at national or state championships, regional, association or club level in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Team members must not receive any remuneration other than reimbursement of expenses or honorarium</li> <li>▪ Team must be based in NSW</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Achievement of a team at national or state championships, regional, association or club level</li> <li>▪ Significance of their achievements in their sport and wider community</li> <li>▪ Displays a positive culture which is fair, safe and inclusive</li> </ul> <p><i>*Please note that this is for community and amateur teams only. Professional teams are recognised under the 'Team' category in the NSW Sports Awards program.</i></p>

	CATEGORY	CRITERIA
7	<b>Community Club</b>	<p>Awarded to a club for outstanding achievement and excellence in the nomination period</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must be a sporting club affiliated to a member of Sport NSW and based in NSW</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Performance in competition by athletes / teams</li> <li>▪ Key events run during the period</li> <li>▪ Volunteer leadership and management <ul style="list-style-type: none"> <li>- Innovative volunteer recruitment and retention strategies</li> <li>- Innovative volunteer management, recognition and reward programs</li> </ul> </li> <li>▪ Demonstrated commitment to inclusion and diversity in terms of: <ul style="list-style-type: none"> <li>- Providing opportunity and seeking to address diversity in administration at the club ie. Committee diversity.</li> <li>- Developing programs to address equality for the inclusion and participation of all people ie. Women, CALD communities, indigenous, disabled and the disadvantaged.</li> </ul> </li> <li>▪ Business growth and diversification of revenue streams</li> <li>▪ Examples of initiatives, teamwork and leadership</li> </ul>
8	<b>Community Event</b>	<p>Awarded to an outstanding community sporting event in the nomination period.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must have conducted a community sporting event held within the state of NSW.</li> </ul> <p>The following criteria will be taken into account for judging:</p> <ul style="list-style-type: none"> <li>▪ Media exposure</li> <li>▪ Logistical arrangements</li> <li>▪ Partnership with local councils, state government as well as local business and the community</li> <li>▪ Calibre of athletes attending</li> <li>▪ Economic return</li> <li>▪ Promote a healthy culture providing a fair, safe and inclusive environment</li> </ul> <p><i>*Please note that this is for community events up to state championship level only. Other professional, national and international events are recognised under the 'Event' category in the NSW Sports Awards program.</i></p>



	CATEGORY	CRITERIA
9	<b>Distinguished Long Service Award</b>	<p>Awarded to an individual at international, national, state, association or club level for outstanding service to their chosen sport.</p> <p>Conditions of Entry:</p> <ul style="list-style-type: none"> <li>▪ Nominee must have a demonstrated record of service for a minimum of 25 years and has not previously received a Distinguished Long Service Award from Sport NSW (previously NSW Sports Federation).</li> <li>▪ Nominee must be based in NSW.</li> </ul> <p>The following criteria will be taken into account for endorsement:</p> <ul style="list-style-type: none"> <li>▪ Distinguished service in a particular area that has been of significant benefit to the sport / organisation and community.</li> <li>▪ Demonstrated leadership and development of others within the sport</li> </ul> <p>NB: Please refer to <a href="http://www.sportnsw.com.au/NSWSportsAwards">www.sportnsw.com.au/NSWSportsAwards</a> to download the list of past winners.</p>

**NOMINATIONS CLOSE SUNDAY 14 MAY 2017 AT 11.59PM**

For further information contact:

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