



Celebrating Inclusion

ENTRY KIT

Your invitation to enter the

2019 Business DisABILITY Awards

The Awards recognise businesses and individuals in the Toowoomba and Darling Downs region who support, educate, employ and empower people with a disability.

They are an excellent opportunity for you to share and showcase your contribution, commitment and leadership to creating inclusive work communities.

There are seven categories for individuals, groups, organisations or associations. A judging panel will select one winner for each category. Winners will be announced at the 2019 Business DisABILITY Awards Gala Dinner at the Armitage Centre on Thursday 12 September.

Winners will receive a framed certificate and trophy and the scholarship recipient will receive \$2000.

The recipient of the Judy Antonio Memorial Award will be announced at the Gala Dinner.

Why Enter?

- Share and showcase your contribution and commitment to inclusive workplaces
- Be recognised as a social inclusion champion
- Network with key leaders and groups across the community, industry and government
- Be a positive example for others in creating, promoting or supporting employment and/or access opportunities for people with a disability
- Share your knowledge and learn what others are doing
- Recognise the contribution of others in the Toowoomba and Darling Downs region
- Receive a discounted ticket to the Gala Awards (Save \$45 off normal ticket price)

Key dates

Nominations/Applications Open	Thursday 1 August
Gala Awards tickets on sale	Thursday 1 August
Nominations/Applications Close	Friday 30 August
Awards Gala Dinner	Thursday 12 September

Awards Gala Dinner

Join us at the 7th Business DisABILITY Awards to celebrate excellence in social inclusion, access and engagement.

- When:** Thursday 12 September, 2018
- Where:** Armitage Centre, Empire Theatre, Neil Street, Toowoomba
- Time:** 6.30pm arrival for 7pm start to 9.30pm (approximately)
- Dress:** Cocktail
- Cost:** \$125 per person (Special price for Award Entrants \$80)

Once bookings open, tickets will be available to purchase online. See www.tbda.net.au for ticketing information.

How to enter

1. Read the Award information at www.tbda.net.au
2. Complete the official Entry Form
3. Entries close by 5pm on Friday 30 August

How to nominate

Nominate an individual, business or community group in any of the eligible categories using the official Nomination Form at www.tbda.net.au

Nominations close by 5pm on Friday 30 August (we recommend you nominate early to allow your nominee sufficient time to submit an entry)

Award Categories

Award	Open to	Demonstrating
Social Inclusion Recognises excellence in creating, promoting or supporting an inclusive workplace culture that supports all abilities.	Individual Business	<ul style="list-style-type: none">• Excellence in creating, promoting or supporting an inclusive workplace culture that supports all abilities• Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation• Admirable leadership and/or influence
Outstanding Employer Recognising an employer who has provided opportunities for a person with a disability to pursue paid work in a supportive workplace.	Business	<ul style="list-style-type: none">• Excellence in providing opportunities for a person with a disability to pursue paid work in a supportive workplace• Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation• Admirable leadership and/or influence
Outstanding Employee Recognising an employee who has demonstrated a notable attitude or effort in a work space.	Individual	<ul style="list-style-type: none">• Excellence in attitude or effort in a work space• Strong commitment to a set of core values/principles• Admirable leadership and/or influence
Outstanding Volunteer Recognising a volunteer who has demonstrated a notable attitude or effort in a volunteer space.	Individual	<ul style="list-style-type: none">• Excellence in attitude or effort in a volunteer space• Strong commitment to a set of core values/principles

		<ul style="list-style-type: none"> • Admirable leadership and/or influence
<p>Innovation & Access</p> <p>Recognising outstanding achievement and/or creativity in pursuing new, different or unique ways to increasing awareness or adoption of inclusive practices in a work, training or volunteer space.</p>	<p>Individual Business Community</p>	<ul style="list-style-type: none"> • Excellence in achievement and/or creativity in pursuing new, different or unique ways to increasing awareness or adoption of inclusive practices in a work, training or volunteer space • Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation • Admirable leadership and/or influence
<p>Business Engagement</p> <p>Recognising outstanding achievement and/or effort in collaborating and engaging with the business community to create employment opportunities for people with a disability.</p>	<p>Individual Business Community</p>	<ul style="list-style-type: none"> • Excellence in achievement and/or effort in collaborating and engaging with the business community to create employment opportunities for people with a disability • Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation • Admirable leadership and/or influence
<p>Elissa Flanagan 'Aim High' Scholarship</p> <p>Awarded to an individual with a disability to be used towards the cost of professional development, training and/or education in their chosen field or pursuit.</p>	<p>Individual</p>	<ul style="list-style-type: none"> • An evident goal or future direction • A strong desire to improve their skills and/or knowledge • A clear understanding of how the scholarship will assist them
<p>Judy Antonio Memorial</p> <p>Recognising a business, group or individual that epitomises the values of social inclusion as so strongly espoused and lived by Mrs Antonio (Founding Patron of the Business DisABILITY Awards)</p>	<p>Individual Business Community</p>	<ul style="list-style-type: none"> • Excellence in achievement and/or effort in creating, promoting or supporting inclusive workplaces and/or communities • Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation • Admirable leadership and/or influence

About your entry

- All entrants **must** answer each question related to the chosen award category
- Entries can be in the form of a written entry, video or voice recording
- Entry Forms **must** be submitted by the due date (late entries may be accepted at the discretion of the Awards Committee)
- All entries **must** include
 - 1 x high resolution headshot photo (1MB minimum) – for individual entrants only
 - 1 x high resolution team/business/group photo (1MB minimum) for business/group entrants only
 - 1 x high resolution logo (if applicable)
- Entrants **may** include a maximum of three supporting documents in electronic format only such as media articles, brochures and letters of recommendation

Am I eligible?

Entries are eligible if:

- the individual, business or community group are based in the Toowoomba and Darling Downs region
- the nominated contribution or project is either ongoing or has been completed within the last two years
- the nominated contribution or activity has demonstrated results and outcomes in relation to social inclusion benefit

How will entries be judged?

- All entries will be judged on the following criteria*:
 - Excellence in achievement/effort/commitment
 - Strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation
 - Admirable leadership and/or influence

*Some variations will apply

- All eligible entries will be assessed by a judging panel.
- The recipient of the Judy Antonio Memorial Award will be selected by the Awards Committee and endorsed by Mayor Paul Antonio.
- Winners will be announced at the 2019 Business DisABILITY Awards Gala Dinner.

Application tips

1. Read through each of the award categories carefully and select the best category for your contribution or circumstance (N.B. You can enter more than one award category but can only win once)
2. Check you are eligible to enter the category of your choice
3. Read through the entire Entry Form before starting your application
4. Brainstorm how you meet each of the award criteria for your category
5. If you need assistance to complete your entry, ask a friend, family member or mentor for help
6. Answer all questions related to your chosen award category - be specific and include as much detail, examples, results and measurements to support your entry
7. Complete and edit (or practice) a draft before submitting the final entry by the due date
8. Include quality photos and supporting documents that will help tell the story of your contribution or project

Conditions of Entry

- Entries in the 2019 Business DisABILITY Awards must be received by 5pm on Friday 30 August. Late entries may be accepted at the discretion of the Awards Committee
- Written or video/voice recorded entries will be accepted
- All entries must be accompanied with an official Entry Form
- All entries must answer the **three** questions related to their chosen award category
- All supporting documentation must be submitted with the application to be considered
- The nominated contribution must have been conducted within the Toowoomba and Darling Downs region
- The nominated contribution is either ongoing or has been completed within the last two (2) years
- Entrants may submit an entry for more than one category, but they may only be recognised as a winner in one category. A separate Entry Form must be completed for each category you wish to enter
- Past entrants and winners are eligible to reapply in 2019 provided the contribution demonstrates substantial progress or achievement
- Information and images contained in the entry may be reproduced in promotion and publicity materials
- Entries and supporting documentation will not be returned to entrants
- The Business DisABILITY Awards reserves the right to determine which category an entry will be recognised under
- All winners will be determined by a judging panel appointed by the Awards Committee. The judging panel's decision is final and no dispute will be entered in to
- All entrants must be available to attend the Awards Gala Dinner, or have an appointed representative

Further information

To find out more information about the Business DisABILITY Awards and your entry or nomination, contact the event coordinator:

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