Thank you for entering the 2021 Business DisABILITY Awards. Please complete all sections of this form before sending your entry to [bda@con-sol.com.au](mailto:bda@con-sol.com.au).

We recommend you consider the below application tips before completing your application:

**Application Tips**

* 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.
* Check you are eligible to enter the category of your choice.
* Read through the entire Entry Form before starting your application.
* Brainstorm how you meet each of the award criteria for your category.
* If you need assistance to complete your entry, ask a friend, family member or mentor for help n.b. if you are an individual we provide an option for you to attend a video interview where you can be supported by a carer/support person.
* Answer all questions related to your chosen award category - be specific and include as much detail as you can, examples, results and measurements to support your entry.
* Include quality photos and supporting documents that will help tell the story of your contribution or project.
* Complete and edit (or practice) a draft before submitting the final entry by the due date.
* Complete the checklist on Page 11 to ensure you have included all required details.

**Your Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FIRST NAME |  | | | |
| SURNAME |  | TITLE (Mr, Ms, Dr etc) | |  |
| ORGANISATION |  | | | |
| JOB TITLE |  | | | |
| EMAIL |  | | | |
| PHONE |  | MOBILE |  | |
| POSTAL ADDRESS |  | | | |
| CITY/SUBURB |  | POSTCODE |  | |

I declare that the information provided in this entry is a true and accurate record. I understand that any incorrect information may result in the disqualification of my entry.

I give my consent for information and images within this application to be used by the Awards for promotional purposes. I understand that I may be required to participate in promotional activities if I am a winner.

**Reference Consent (businesses only)**

I give my consent for a representative of the awards committee to conduct a reference check of my business with the organisation/contact that I provide.

**Award Category**

Please select one, indicating the category that you wish to enter:

**Social Inclusion**

**Outstanding Employer**

**Outstanding Employee**

**Outstanding Volunteer**

**Innovation & Access**

**Education & Training (NEW)**

**Indigenous Champion (NEW)**

**Business Engagement**

**Elissa Flanagan ‘Aim High’ Scholarship**

**Entrant Classification and Submission**

Please select either Individual or Community Group/Business to indicate the classification that best describes your entry. Then select your preferred method of entry submission:

**Individual**

Please select one, indicating the method that you will submit your entry:

Written.

Please complete Q1, Q2 & Q3 for your award category and save with your entry form. Email the completed form to bda@con-sol.com.au.

Self-recorded video.

Please send your completed entry form and a self-recorded video that addresses Q1, Q2 & Q3 for your award category. Video submissions should be no longer than 10 minutes in duration.

Email the completed form to bda@con-sol.com.au.

We recommend you use [www.wetransfer.com](http://www.wetransfer.com) to upload and send your self-recorded video file) [bda@con-sol.com.au](mailto:bda@con-sol.com.au).

Interview with committee representative.

Please send your completed entry form to bda@con-sol.com.au.

If you select this option upon receipt of your entry form we will schedule a short video interview for you with a representative of the awards committee. This will allow you to have a nominated support person or carer participate in the interview with you.

**Please include a high resolution (1MB minimum) headshot with your entry.**

**Community Group or Business**

Please select one, indicating the method that you will submit your entry:

Written.

Please complete Q1, Q2 & Q3 for your award category and save with your entry form. Email the completed form to bda@con-sol.com.au.

Self-recorded video.

Please send your completed entry form and a self-recorded video that addresses Q1, Q2 & Q3 for your award category. Video submissions should be no longer than 10 minutes in duration.

Email the completed form to bda@con-sol.com.au.

We recommend you use [www.wetransfer.com](http://www.wetransfer.com) to upload and send your self-recorded video file) [bda@con-sol.com.au](mailto:bda@con-sol.com.au).

**Please include a high resolution (1MB minimum) team/business photo and high resolution logo (preferably a .png file with a transparent background) with your entry.**

If you are a business you are required to provide a reference that we are able to contact to verify elements of your submission. Please include contact details for your reference here:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| FIRST NAME |  | | | |
| SURNAME |  | TITLE (Mr, Ms, Dr etc) | |  |
| ORGANISATION |  | | | |
| JOB TITLE |  | | | |
| EMAIL |  | | | |
| PHONE |  | MOBILE |  | |

**Entry Questions**

Irrespective of your method of submission your entry must answer the three questions related to your chosen award category:

**Social Inclusion Award (Business or Individual with a disability)**

Q1. Describe how you have created, promoted or supported an inclusive workplace culture that supports all abilities

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Outstanding Employer Award (Business)**

Q1. Describe how you have provided opportunities for a person with a disability to pursue paid work or training in a supportive workplace

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Outstanding Employee (Individual with a disability)**

Q1. Describe how you have demonstrated excellence in attitude or effort in a work space

Q2. Describe your personal values/principles that are important to you

Q3. Describe how you have made, or contributed to, a positive impact or outcome in your work space

**Outstanding Volunteer (Individual with a disability)**

Q1. Describe how you have demonstrated excellence in attitude or effort in a volunteer space

Q2. Describe your personal values/principles that are important to you

Q3. Describe how you have made, or contributed to, a positive impact or outcome in your volunteer space

**Innovation & Access Award (Business, Community Group or Individual with a disability)**

Q1. Describe the new, different or unique ways you have increased awareness and/or adoption of inclusive practices in a work, training or volunteer space

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Education & Training Award (Business or Community Group)**

Q1. Describe how you have created, promoted or supported the inclusion of people with a disability in education and/or training.

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Indigenous Champion Award (Business or Community Group or Individual with a disability)**

Q1. Describe how you have paved the way for First Nations peoples in the employment space

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Business Engagement Award (Business, Community Group or Individual with a disability)**

Q1. Describe how you have engaged with the business community to create employment opportunities for people with a disability

Q2. Describe how you have demonstrated a strong commitment to the values of social inclusion, reducing disadvantage, and/or increasing social, civic and economic participation for people with a disability

Q3. Describe how you have demonstrated admirable leadership and/or influence in creating, promoting or supporting an inclusive workplace culture that supports all abilities

**Elissa Flanagan ‘Aim High’ Scholarship (Individual with a disability)**

Q1. What are your goals and hopes for the future?

Q2. What skills, experience or knowledge do you want to achieve or develop?

Q3. Describe how you will use the scholarship funds and how it will assist you to pursue your career or interest area?

**Response to Entry Questions**

Please answer your questions below ONLY if you are submitting a written response.

**Your response to Question 1** (Minimum 200 words)

**Your response to Question 2** (Minimum 200 words)

**Your response to Question 3** (Minimum 200 words)

Please list the supporting documents you are submitting with your entry and why (maximum of three documents) n.b. supporting documents are not compulsory.



**Conditions of Entry**

* Entries in the 2021 Business DisABILITY Awards must be received by 5pm on Friday 27 August. (Late entries may be accepted at the discretion of the Awards Committee).
* All entries must be in the form of a completed official Entry Form.
* All entries must answer the **three** questions related to their chosen award category.
* 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 2021 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 attend.

**I have read and accept the Conditions of Entry (Please check the box)**

**Entry Checklist**

Please ensure you have completed the following items:

**Completed** all details and the relevant declarations on **P2**.

**Selected** your award category on **P3**.

**Selected** your entrant classification and method of entry on **P4 or P5**.

**Included** a high resolution head shot or team photo plus a high resolution logo if you are a business.

**Completed** the reference details on **P5 (businesses only).**

**Reviewed** the entry questions for your award on **Pages 6-8**.

**Complete** your written **(P9)** or video submission and email to [bda@con-sol.com.au](mailto:bda@con-sol.com.au). If you are an individual who has selected an interview with a committee representative you will be contacted to schedule a video interview once we have received your completed entry form. N.b. If you are sending a video submission, we recommend you use [www.wetransfer.com](http://www.wetransfer.com) to upload and send your self-recorded video file.

**Accepted** the conditions of entry on **P10**.

**Thank you** for your entry in the 2021 Business DisABILITY Awards. We appreciate the time and effort you have committed to completing your entry and wish you the best of luck.

All winners will be announced at the Business DisABILITY Awards Gala Dinner on Thursday 9 September 2021 at The Goods Shed Toowoomba.

Each finalist will receive one (1) discounted ticket to the Awards Gala Dinner and must be present, or have a nominated representative, in order to be announced a winner. Tickets to attend the Awards Gala Dinner can be purchased online at [**www.tbda.net.au**](http://www.tbda.net.au).