**Date: Version:**

Monday, 7th September 2020 1.0

**Item:**

Annual Awards Nomination Form

**Key Dates Item**

Sunday, 13th September Nominations open   
**Sunday, 27th September Nominations close**  
Wednesday, 30th September Nominations sent to judges  
Wednesday, 7th October Judging completed

Friday, 9th October PA Nominations Close for Volunteer,   
Club Coach and Instructor/Guide of the Year

Sunday, 11th October Winners announced

Sunday, 6th December Winners presented trophies at Paddlefest.

**Award Criteria**

The nomination period is from the 1st July 2019 to the 30th June 2020.

**Judging Process**

1. The Awards Judging Panel will consist of a minimum three (3) judges and a maximum of five (5) judges who will be appointed by Paddle Queensland.
2. The Executive Officer will confirm all eligibility requirements are met for each Nominee.
3. Eligible nominations will be considered by the Awards Judging Panel
4. Judges will review each nomination and Award points using a rating scale between   
   Zero to Five. One (1) equals a poor performance and Five (5) equals an outstanding performance. Zero (0) points will be awarded to the Nominee when the Award Category Criteria is not addressed.
5. Judges will utilise the Category Criteria as outlined for each Award and other relevant information, including but not limited to published results, news and submissions to determine the most suitable recipient of the Award.
6. The Judging Panel’s decisions is final. Discussions will not be entered.
7. The Executive Officer is to be advised of the Judges results by no later than   
   5.00pm Wednesday, 7th October.
8. The Executive Officer will announce the Winners by Sunday, 11th October 2020.

*(Winners will be notified prior to public announcement)*

1. Award winners will be presented with their trophy at Paddlefest 5th to 6th December 2020.

**Member\* Definition**

**Members are defined by the Paddle Queensland constitution.**

**The Members\* of Paddle Queensland consist of:**

1. Affiliated Clubs of Paddle Queensland.

2. Life Members of Paddle Queensland.

3. Individual Members of Paddle Queensland.

4. Registered Instructor, Guide, Coach or Official who resides in Queensland.

5. Other categories of Members approved by resolution of Paddle Queensland Board.

**Club of the Year – Northern Queensland**

**Eligibility Criteria**

• The Nominee must be an affiliated Paddle Queensland Club located north of Maryborough.

**Nominee Details**

|  |  |
| --- | --- |
| **Name of Nominee:** |  |
| **Contact Number:** |  |
| **Email Address:** |  |
| **Name of NQ Affiliated Club:** |  |
| **Date Submitted:** |  |

**Judging Criteria**

|  |  |
| --- | --- |
| **How does the Nominee demonstrate outstanding achievements in conducting successful events, activities  and programs** |  |
| **Demonstrate how the Nominee provides open and frequent communication with its members and successfully promotes events, activities and programs across a range of channels** |  |
| **Demonstrate how the Nominee conducts itself in an organised and professional manner to maximise participation and grow membership** |  |
| **Demonstrate how the Nominee engages with the local community to promote the benefits of paddling and active recreation** |  |