



**SISTER CITIES
AUSTRALIA.**

**National
Awards
2010
*Handbook***

SCA NATIONAL CONFERENCE

City of Rockhampton QLD

Sunday 11 July to Wednesday 14 July 2010

2010 SISTER CITIES AUSTRALIA Inc. (S.C.A.)

IMPORTANT DATES

Monday 15 Mar 2010: Date by which the "Notice of Intention to Enter" (Page 7 of this handbook) is to reach:

- Mrs. Jan Teasdale, Chairman, SCA National Awards,
PO Box 968, Cloverdale WA 6985
Phone/Fax: (08) 9470 2664
Mobile: 0407 442 136
E-mail: jan.teasdale@sistercitiesaustralia.com

Monday 3 May 2010: Date by which submissions -
The 3 copies must reach the Judges:

- **One copy to:**
Mrs. Robyn Stewart
National Awards Judge
99 Oakland Ave
The Entrance NSW 2261
- **One copy to:**
Mrs. Colleen Kime
National Awards Judge
40 Reid Road
Winmalee NSW 2777
- **One copy to:**
Mr. Adam Vaughan-Williams
National Awards Judge
5 Hawksbury Close
Port Kennedy WA 6172

2010 SCA National Conference – Rockhampton QLD

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Each year an important feature of the Annual Conference is the National Awards Program. These awards aim to encourage excellence and innovation in sister city activities to develop a permanent information resource for members and to provide a forum for information exchange.

The National Award Committee comprises the following members of the National Executive of SCA Inc:

Chairman Mrs. Jan Teasdale

Phone/Fax: (08) 9470 2664 Mobile: 0407 442 136

Vice Chairman Mr. Caisley Graham.

Phone/Fax: (02) 4957 1041 Mobile: 0412 571 041

Entry in the National Awards is easy - there is set criteria for each category and any entry no matter how small or simple is encouraged and welcome.

The three independent Judges decisions are not made on how much money has been spent or how sophisticated the project has been but are based on how well each entry meets the criteria as outlined for each category in the handbook. Entrants are required to strictly follow the criteria set out for the various categories in the order in which they appear.

CONDITIONS OF ENTRY 2010 SCA NATIONAL AWARDS

Eligibility Period

1 April 2009 to 31 March 2010

Projects taking place within this time-period are eligible for entry into the 2010 National Awards

- All Committees and Associations wishing to enter **must** be financial members of SCA Inc.
- Members may enter more than one project in each category.
- Demonstrable change/development **must** be shown if entering a previously entered project.
- A project may be entered in multiple categories.
- **A title page and summary must be submitted with each entry.**
- **The title page** must clearly state the category entered, name of entrant, and project name with each entry
- **A separate one page summary** must clearly state the category entered, name of the entrant, name of the project, name of participating sister city, date of the event and summary of the event for each entry.
- Each submission must address each point in the criteria and be presented in the order in which they are listed.
- Three documents are to be provided.
All three documents will be returned to entrants at the Conference.
** Photocopies of photos & press articles are acceptable in the copies.
The following items are to be forwarded to the Chairman of National Awards not later than **Monday May 3 2010**
- **One CD** containing full details of **all** entries submitted.
This will be retained by SCA Inc. as an historical record and on request be made available to members as resource material.
- **Awards Summary Sheet** –an electronic copy of each summary sheet. These are used in compiling the 2010 SCA Commemorative Record.

The Judges decisions shall be final.
No correspondence shall be entered into.

STATIC DISPLAY

All entrants in the Awards are encouraged to mount a Static Display at the Conference Venue.

Each entrant is provided with a display board
approx. 2m wide x 2m high

Only material **supporting an entry** in the National Awards is permitted to be placed in the static display (e.g. photographs, photocopies, maps etc.)

The assembly and disassembly of all static display material is the sole responsibility of the exhibiting member

An Award donated by the Conference Host is presented for the best display.

The winner of the "Best Display" is determined by way of popular vote by a members designated voting delegate.

Category No.1 Community Involvement

This award is presented for a project that demonstrates the widest possible community participation involving cultural differences or sporting activities between sister cities during the eligible period.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Details and aims of the specific project or projects for which the award is sought.
2. Details of the influence of the project on the community, also the impact on economic and social development
3. Was any cost involved in the project? Give details.
4. What income, if any, was received? Give details.
5. Details of the cross-section of the community involved in the project, e.g. schools, churches, T.V. or radio stations, etc.
6. An assessment of the effectiveness of the project.
7. Any further details you may consider appropriate.

Category No. 2 Youth Project

This award is presented for a significant youth project that encouraged and stimulated youth participation in the local sister cities program.

The project may include any number of activities including sporting, cultural, educational and fundraising projects during the eligible period.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Details and aims of the specific project for which the award is sought.
2. Details of the influence of the project on the community and the impact on economic and social development
3. Was any cost involved in the project? Give details.
4. What income, if any, was received? Give details.
5. An assessment as to how this youth project encouraged and stimulated participation of youth in the sister cities program.
6. If the project was conducted by young people give an assessment as to how the project contributed significantly to the overall local sister city program.
7. Any further details you may consider appropriate.

Category No.3 Assistance to a Sister City

This award is presented for aid in the form of cultural, civic, technical, professional, economic or compassionate assistance rendered by one Sister City to its counterpart, whether within Australia or Overseas during the eligible period.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Details and aims of any cultural, civic, technical, professional, economic or compassionate assistance, including the short and long term benefits to be achieved.
2. Details of the influence of the project on the community and its impact on economic and social development
3. What costs if any were involved in the assistance? Give details.
4. What income if any was received towards the assistance? Give details.
5. Provide an evaluation of the cultural, civic, technical, professional, economic or compassionate assistance rendered.
6. Any further details you may consider appropriate.

Category No.4 New Affiliation

This award is presented in recognition of new affiliations either completed or well under way during the eligible period.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. How the decision was made to seek a new affiliation.
2. How the initial contact was made.
3. Provide an analysis of your community and that of the prospective sister-city.
4. Detail how this information was obtained and analyzed.
5. What criteria was considered and used in the selection process.
6. Detail how the relationship was formalized.
7. Detail any difficulties encountered and if so how were they overcome?
8. Was any cost involved in establishing the affiliation? Give details.
9. How were these establishment costs funded? Give details.
10. Details of the committee's involvement in the establishment.
11. Outline the aims, both long and short term, of the relationship.
12. Detail of the influence of the project on the community and the impact on economic and social development
13. Any further details you may consider appropriate.

Category No. 5 Trade and Tourism Project

This award is presented for an imaginative project that furthers the development of tourism and trade between sister cities whilst at the same time promoting the ideals of people-to-people contact during the eligible period

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Full details of the project and its aims.
2. Details of the influence of the project on the community, also details of the impact on tourism, trade and social development
3. Indicate the extent of community involvement in the program.
4. Detail the extent of the program and sources of funding if applicable.
5. Detail any benefits to the community.
6. Provide an evaluation of the effectiveness of the program.
7. Any further details you may consider appropriate.

Category No.6 Best Publicity by Print Media

This award is presented for the best newspaper article in relation to the promotion of an event or program, which has taken place during the eligible period.

The press release/publication should be in relation to the promotion of an event or program that has taken place during the eligible time period.

- The submission may be one published in an overseas newspaper providing the text is in English and if not, should be accompanied by an English Translation.
- *Publications included in the Sister City News will not be eligible in this category.*
- General conditions of entry are to be observed where applicable.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Details and aims of the specific project or projects for which the award is sought.
2. Was any cost involved in the project? Give details.
3. What income, if any, was received? Give details
4. Details of the influence of the project within the community.
5. Details as to how the newspaper article has stimulated interest and public awareness of the sister cities program.
6. Any further details you may consider appropriate.

Category No.7 Single Project

This award is presented for the most outstanding and imaginative project that furthers the development of the local sister cities program within the community during the eligible period.

If you believe there is **NO OTHER** category that satisfactorily describes your project but it meets the following criteria - then nominate it for entry in the Single Project

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Details and aims of the particular project for which the award is sought.
2. What cost was involved in the project? Give details.
3. How was the project funded? Give details.
4. Details of the influence of the project on the community and the impact on economic and social development
5. Detail the extent to which the project achieved its aims and furthered the development of the local sister cities program in the community.
6. Any further details you may consider appropriate.

Category No.8 Overall Program

If you have entered this category in earlier years, and are trying again –it is essential that you tell us how each aspect has progressed with the passing of time. Any ongoing project may be entered in subsequent years providing there has been "demonstrable change or development".

The "Overall Program Award" is presented to the member that has been able to demonstrate continuity of activity, citizen and community involvement at all levels and shown imagination in a wide range of projects and activities during the eligible period.

Refer: 2010 Conditions of Entry

Criteria: the nomination should be accompanied by the following information

1. Full details of the overall program and its aims.
2. Details of the influence of the project on the community and the impact on economic and social development
3. Details of the extent and nature of the community involvement in each project.
4. The cost of the various projects including how each project was funded.
5. Provide an evaluation as to the success of the overall program.
6. Provide an indication as to the continuity of the individual projects
7. Any further details you may consider appropriate.