



Law and Justice Foundation of NSW

Justice Awards 2017

Community Legal Centres NSW Award

Guidelines

Community Legal Centres NSW Inc. (CLCNSW) seeks nominations from its members for the 2017 *Community Legal Centres NSW Award*, to be presented at the annual Justice Awards on **Thursday 19 October 2017** at Parliament House, Sydney.

The Justice Awards recognise the contributions that individuals and organisations have made to improving access to justice in NSW, particularly for socially and economically disadvantaged people.

The 2017 *Community Legal Centres NSW Award* will be presented to an **individual or a group of individuals** who, **in a voluntary capacity in a NSW Community Legal Centre**, has demonstrated outstanding commitment to improving access to justice in NSW, particularly for socially and economically disadvantaged people. This may have been demonstrated in a range of activities over an extended period, or in a single significant activity.

Nominations must be completed using the attached nomination form, address the award criteria and comply with the Guidelines (see following page).

Nominations close: **5:00pm Friday 7 July 2017**.

NB: The CLCNSW Award alternates each year between recognising a volunteer (or group of volunteers) and CLC projects.



Community Legal Centres NSW Award Guidelines

1. Any member of CLCNSW may submit a nomination for the award.
2. All nominations must be completed on the nomination form. If you require assistance completing the form, please email justiceawards@lawfoundation.net.au or telephone the Law and Justice Foundation of NSW on **(02) 8227 3200**.
3. Electronic copies of nomination forms are strongly encouraged.
4. A nomination is to include the following details:
 - a. Name, address, email address, phone number(s) of nominee.
 - b. Name, address, email address, phone number(s) of nominating CLC ('nominator').
 - c. Name, email address (if any) and phone number(s) of two referees who can comment on the nomination.
5. Maximum of one nomination per CLCNSW member.
6. A nomination should address the award criteria.
7. Once submitted, CLCNSW reserves the right to accept, decline, progress, withdraw or otherwise deal with any nomination as it sees fit.
8. The selection panel's decision is final and no correspondence concerning its decision will be entered into.
9. The selection panel's decision will be announced at the annual Justice Awards, hosted by the Law and Justice Foundation of NSW.
10. The selection panel, at its discretion, may advise the winner of the Community Legal Centres NSW Award prior to the event.
11. The selection panel will hold all nominations in confidence. Only names and short descriptions of the nominations will be made public.
12. There will be no exceptions to the nomination deadline, unless discussed prior with Catherine Carpenter, Communications Manager, Law and Justice Foundation of NSW.
13. Nominations may be resubmitted in subsequent years, but nominations will not be carried over automatically.
14. Any additional material in electronic or hard copy attachments must be limited to 3 pages.

Award criteria

Nominations must address the following award criteria:

The nominee must have volunteered for a member Community Legal Centre in NSW and be living at the time of the nomination.

Outstanding commitment to improving access to justice

How has the nominee's commitment, in a voluntary capacity in a NSW Community Legal Centre, been outstanding in improving access to justice for socially and economically disadvantaged people?

Improving access to justice for socially and economically disadvantaged people in NSW

How has the nominee's commitment, in a voluntary capacity in a NSW Community Legal Centre, substantially benefited socially and economically disadvantaged people in NSW?

Range of activities over an extended period or a single significant activity

What is the range of activities over an extended period or a single significant activity that demonstrate the nominee's outstanding commitment, in a voluntary capacity in a NSW Community Legal Centre, to improving access to justice for socially and economically disadvantaged people in NSW?

Standing of the nominee in their particular community

Can the two referees named in the nomination demonstrate/comment on the standing of the nominee in their particular community for their outstanding commitment, in a voluntary capacity in a NSW Community Legal Centre, to improving access to justice for socially and economically disadvantaged people in NSW?