

2026 Community Awards and Recognition Program

1. Overview

The community relies on local not-for-profit community organisations to enhance services such as sport and recreational activities, art and cultural activities, emergency services, community safety initiatives, community events, and support for people with disability, those who are frail and aged or with serious illness. The Town of Cambridge Community Awards and Recognition Program provides an opportunity for the Town to recognise and acknowledge organisations for their voluntary service within the community.

Relevant Policy: Community Awards and Recognition Program (Council Policy 017)

2. Nomination Categories

2.1. COMMUNITY SERVICE ORGANISATION OF THE YEAR AWARD

The Community Service Organisation of the Year Award is a community recognition award that acknowledges an inspiring organisation who fosters community pride and spirit. This category applies to organisations who work within community groups such as, religious organisations, charity groups, school P & C's, service clubs and support groups for seniors/people with disability.

2.2. COMMUNITY SPORTS CLUB OF THE YEAR AWARD

The Community Sports Club of The Year is a community recognition award that acknowledges an inspiring Community Sporting Club who fosters community participation in sport and recreation. This category applies to recreational clubs and associations.

2.3. COMMUNITY ARTS AND CULTURE ORGANISATION OF THE YEAR AWARD

The Community Art & Culture Organisation of the Year Award is a community recognition award that acknowledges and promotes an inspiring organisation who fosters community pride and spirit within the area of Art & Culture.

3. Selection Criteria

Nominations for each organisation will be assessed under each category against the following criteria:

1. Demonstrates a substantial and measurable contribution to improving the local community through its activities and operations.
2. Effectively engages volunteers in a sustainable and meaningful way, actively promotes the value of volunteering, and inspires others to participate in volunteering and reach their potential.
3. Shows outstanding initiative, innovation, or creativity in its operations, resulting in positive and lasting change.

4. Nomination Considerations

When addressing each of the selection criteria, please consider including details that respond to the information points below to ensure your nominated organisation can be accurately assessed.

1. Demonstrates a substantial and measurable contribution to improving the local community through its activities and operations.

- Provide a clear overview of the organisation's activities, outlining the type, range, depth, consistency, and duration of its contributions to the community.
- Identify who benefits from the organisation's work, describing the groups, individuals, or sectors supported and explaining how these contributions have strengthened or enriched the Town of Cambridge.
- Highlight what makes the organisation unique or exceptional, including any distinctive qualities, approaches, or values that set it apart and how these are demonstrated through its programs or services.
- Outline the impact of the organisation's activities, including evidence of positive outcomes, community-wide benefits, and any long-term or lasting change.
- Provide accurate membership numbers, including how many members or participants are Town of Cambridge residents, to help demonstrate local relevance and engagement.

2. Effectively engages volunteers in a sustainable and meaningful way, actively promotes the value of volunteering, and inspires others to participate in volunteering and reach their potential.

- Describe the roles volunteers play within the organisation, including how they contribute to day-to-day operations, program delivery, or community outcomes.
- Explain how volunteers are engaged, recruited, supported, retained, and recognised, outlining any systems, practices, or initiatives that ensure a positive and sustainable volunteer experience.
- Where possible, provide examples of how the organisation builds volunteer capacity, such as training, mentoring, skill development, leadership opportunities, or resources that help volunteers grow and contribute more effectively.
- Include accurate volunteer numbers, noting how many volunteers are involved.

3. Shows outstanding initiative, innovation, or creativity in its operations, resulting in positive and lasting change.

- Describe innovative, creative, or forward-thinking approaches the organisation has implemented, including new ideas, programs, events, or solutions that have led to meaningful achievements or improvements for the Cambridge community.
- Highlight any unique strategies used to engage, support, or empower volunteers, especially approaches that demonstrate originality, adaptability, or leadership in volunteer management.
- Where possible, provide examples of initiatives that have produced lasting outcomes, showing how innovation has contributed to long-term community benefit or organisational growth.

The Town Aims to work with applicants throughout the application process. Please contact the Town with any questions or requests assistance with the nomination process.

5. Entry Conditions

The following conditions of entry apply to all award categories:

1. The nominee can only be nominated in one category.
2. The nominator must not be a staff member of the Town of Cambridge.
3. Nominees must accept that the judge's decision is final, with no correspondence being entered into.
4. Nominations should be apolitical in nature and should not in any way bring the awards program or Local Government area into disrepute.
5. A previous winner is not eligible to be nominated for the same category for the proceeding 5 years of their award.
6. Unsuccessful nominees may be nominated in future years.

6. General Information

A \$750 prize is awarded to the organisation of each Award Category.

All nominees will be invited to an annual celebratory event, where award recipients will be formally presented. The presentation evening commonly coincides with National Volunteer Week, which is Monday 18 – Sunday 24 May 2026.

All applications must be received by the Town by 5:00pm on Monday, 2 March 2026.

7. Developing an Application

Applications must be made through the online application form on the Town of Cambridge website:

<https://www.cambridge.wa.gov.au/Community/Get-Involved/Community-Awards/Volunteer-Awards>

Application forms are available in alternate formats upon request. Call or email the Town of Cambridge.

1. Applications must include all required supporting documents requested in the application form.
2. The applicant must sign and agree to the application conditions.
3. The applicant must comply with all Council policies, conditions and local laws.
4. If prior to the determination of award recipients by the Council, an applicant (or any agent) canvasses any Elected Member of the Town of Cambridge, or attempts to provide additional information, either directly or indirectly, on any matter relating to the award, the person/organisation may be disqualified, and the application excluded from being considered.

In the event supplementary information is requested to be provided to Elected Members, please contact the Town's Community Development Officer to discuss

8. Application Assessment

Timeline and judging: Questions provided in the application form have been designed to assist the applicant in providing the information necessary to make an assessment.

Once applications close, the Town will take up to 8 weeks to collate and assess all applications received. Applications are received and collated by the Administration staff and submitted to Council for their assessment and determination.

9. Application Outcome

Each applicant will be notified of their award application outcome.

All nominees will be invited to an annual celebratory event, where all nominees and award recipients will be formally presented. The presentation evening commonly coincides with National Volunteer Week, which is Monday 18 – Sunday 24 May 2026.

10. Who To Contact

To discuss your application or submission please contact the Town's Community Development team.

Telephone: 9347 6000

Fax: 9347 6060

Email: mail@cambridge.wa.gov.au

Address: Town of Cambridge 1 Bold Park Drive FLOREAT WA 6014