



Award Nomination Form

COMPLETING A NOMINATION

Confidentiality

Nominations are to remain confidential throughout the process.

- i. The person being nominated (the nominee) should not be approached for information or advised of their nomination at any stage
- ii. The Committee of the Diocese shall not respond to any requests made by nominators or other interested parties in respect of the progress of any nomination
- iii. The information provided to the Committee in a nomination will be used only to make a recommendation to the Bishop and to assist the Committee and the Bishop in considering the merits of the nomination

References and Supporting Statement

Each nomination should be accompanied by a written reference from the nominator and from two other referees (three references in total). A supporting statement from the Parish Priest (or equivalent such as an Agency Head) should also be included as part of submission of the nomination.

References should, at a minimum, include the following information:

- i. Details of how the nominee has demonstrated service or made a significant contribution to the Church and/or the Diocese, and/or society generally
- ii. Include any positions or activities held or undertaken (voluntary or paid) together with relevant dates or service
- iii. Has the nominee's contribution been recognised elsewhere (e.g. In the media, other awards, professional or interest groups)?
- iv. What makes this person stand out from others?
- v. How might the nominee be held in regard in the community?
- vi. Any other information that would assist the Committee to assess the nomination

SUBMISSION

Please send the completed nomination to:

The Diocesan Awards Committee
Diocese of Broken Bay

PO Box 4369
Thornleigh NSW 2120

OR

awards@bbcatholic.org.au

Nominations must be received by the Awards Committee by 30 September 2026.



DETAILS OF THE NOMINEE

Please tick the award you are recommending for your nominee:

☐ Papal Honour

☐ Civil Award (e.g. Order of Australia)

☐ Diocesan Medal

Title: _____ First Name: _____ Surname: _____

Address: _____

Email: _____

Contact Number: _____

Place of Birth (if nominating for Papal Honour): _____

Organisation / Business Name (if relevant): _____

Parish: _____

Is this person, to your knowledge, a Catholic? ☐ Yes or ☐ No

DETAILS OF THE NOMINATOR

Title: _____ First Name: _____ Surname: _____

Address: _____

Email: _____

Contact Number: _____

Organisation / Business Name (if relevant): _____

Occupation and Position: _____

Parish: _____

Signature of Nominator: _____ Date: _____



NOMINATION CHECKLIST

- ☐ Completed Nomination Form
- ☐ Supporting statement by Parish Priest or equivalent
- ☐ References
 - ☐ Nominator Reference
 - ☐ Reference #2
 - ☐ Reference #3
- ☐ *Curriculum vitae* (only required for Papal Honour nominations)