# Terms and Conditions

Ricci Marks Awards

## Terms and Conditions

### Acceptance of terms and conditions

Please note the Terms and Conditions include a nomination and selection process, as set out below. Please read and ensure that you understand the awards Terms and Conditions before making a nomination.

* + 1. A nominator that submits a nomination for the Ricci Marks Award and / or Ricci Marks Rising Star Award (the awards) is deemed to have accepted these Terms and Conditions.
    2. By submitting a nomination, nominees and nominators confirm they have read and agree to the Terms and Conditions outlined below and outlined further in the [Ricci Marks Awards Policy](https://www.firstpeoplesrelations.vic.gov.au/sites/default/files/2025-08/Policy-Ricci-Marks-Awards-2025-26-FINAL-EXTERNAL.pdf) and Ricci Marks Award [Collection Notice](https://www.firstpeoplesrelations.vic.gov.au/sites/default/files/2025-08/Collection-Notice-Ricci-Marks-Awards-2025-26-FINAL.pdf).
    3. Entry into the awards is voluntary. However, nominees may not be eligible if their nominator does not provide all the information requested.
    4. The State of Victoria acting through the Department of Premier and Cabinet (department), First Peoples – State Relations (FPSR) is the promoter of the awards.

### Eligibility

* + 1. Nominees can be self-nominated or nominated by others.
    2. All nominees must meet the eligibility criteria to be considered for the awards:

1. be a First Nations person of Australia;
2. be aged between 16 and 25 (inclusive) on 1 January the year of the award;
3. have lived in Victoria since 1 January 2024;
4. have completed and submitted the nomination form to FPSR by the due date.
   * 1. Previous awardees are not eligible to nominate.
     2. Previous unsuccessful nominees who have been nominated previously can be nominated again, provided the nomination has been updated.
     3. FPSR employees and Victorian Government officials are unable to nominate or be nominated.
     4. The Ricci Marks Award selection panel (panel) members are unable to nominate or be nominated.
     5. To maintain the integrity of the awards, FPSR reserves the right, in its sole discretion, to disqualify any nominee if the nominee has breached these Terms and Conditions or has engaged in any conduct that may harm, damage or bring the awards, the department or FPSR into disrepute. This includes, but is not limited to, actions that attract public or media attention which are, or could be perceived as, prejudicial or detrimental to the awards, the department or FPSR.

### Nomination process

* + 1. All nominations must be submitted via the nomination portal, submitted in writing on a hard copy nomination form or completed over the phone and submitted by a FPSR team member on your behalf. If you need assistance with completing a nomination, please contact the FPSR Events team at [fpsr.events@dpc.vic.gov.au](mailto:fpsr.events@dpc.vic.gov.au) or call (03) 9922 7160.
    2. Official nomination forms must be completed in full, and all required details and consent forms provided by 11.59pm of the nomination closing date to be considered a valid nomination. Nominations received after this time will not be considered for the awards and no responsibility will be accepted by the department for late, incomplete or incorrectly submitted entries.

### Judging and selection

* + 1. FPSR staff will review nominations for eligibility and collate a shortlist of all eligible nominees for the panel’s review and assessment.
    2. The panel will be comprised of a minimum of 5 First Nations people living in Victoria and FPSR representatives.
    3. Shortlisted nominees are required to attend an interview with the panel.
    4. Judging is based on:

1. Ricci Marks Awards policy considerations;
2. a scoring matrix against the strengths-based selection criteria for each award category; and Communities of Interest.
   * 1. The panel may determine that a nomination should change category if deemed more appropriate. This may happen at the eligibility or assessment phase.
     2. Nominees, nominators and/or referees may be contacted for further information by FPSR.
     3. The panel will recommend selected nominees to the Minister for Treaty and First Peoples (Minister) for consideration. Final award recipients are at the discretion of the Minister.
     4. Unsuccessful nominees (and their nominators, where this differs from the nominee) will be notified in writing by FPSR.
     5. All panel members are required to declare and submit a Communities of Interest register and notify FPSR of any relevant additions or amendments throughout the duration of their panel appointment.
     6. All decisions made by FPSR and the panel regarding the awards, including nominations, disqualifications and recipient selections, are final and binding. No appeals, grievances or requests for reassessment will be considered.
     7. If a nominee or nominator is dissatisfied with any aspect of the award process, they may submit a formal grievance to FPSR at fpsr.events@dpc.vic.gov.au within 14 days of the announcement of the awards. However, such grievances will be reviewed for informational purposes only and will not lead to an appeal, reconsideration or alteration of any decisions made.

### Awards and recognition

* + 1. All award winners and their nominators will be notified privately by FPSR.
    2. The winners of the Ricci Marks Award and the Ricci Marks Rising Star Award will be announced at an award ceremony (ceremony).
    3. All shortlisted nominees and their nominators will be invited to attend the ceremony. Nominees attending the ceremony are encouraged to invite a guest.

### Privacy

* + 1. Consistent with Victorian Government policy and legislation, the department endorses fair information handling practices. Personal, health and sensitive information supplied will be used by the department, the panel, the office of the Minister and the Minister for the purposes of considering nominations, selecting award recipients and facilitating the ceremony. Information will not be disclosed or used for any other purpose without the express consent of the person to whom the information relates, unless otherwise required or permitted by law.
    2. The platform nominators will submit their nomination on is run by Award Force (Creative Force Ltd, Award Force Pty Ltd and their corporate affiliates) and nominator’s information may be transferred overseas. If you choose to make a submission, please read the [Award Force privacy policy](https://creativeforce.team/privacy-policy/) and the [Ricci Marks Award Collection Notice](https://www.firstpeoplesrelations.vic.gov.au/sites/default/files/2025-08/Collection-Notice-Ricci-Marks-Awards-2025-26-FINAL.pdf).
    3. All information will be handled in accordance with the *Privacy and Data Protection Act 2014* (Vic) , *Public Records Act 1973* (Vic), *Health Records Act 2001* (Vic) and any other applicable legislation.
    4. All successful nominees are required to submit a signed [Authorisation and consent form](https://www.firstpeoplesrelations.vic.gov.au/sites/default/files/2025-09/Authorisation-and-Consent-Form-27th-Ricci-Marks-Awards-2025-26.pdf), agreeing to the collection, storage and use of their data outlined.
    5. Photos, videos, and audio recordings taken at the ceremony will be used by FPSR for promotional purposes unless otherwise advised by an attendee.
    6. FPSR uses Mailchimp to contact nominators and nominees. Email addresses will be added to the FPSR mailing list from the date of registration and will be kept on the mailing list indefinitely unless they unsubscribe. The Mailchimp Privacy Statement is available to view on the Intuit website. Mailchimp is located in the United States of America (USA) and is subject to the laws of the USA. Your information (including your IP address) will be transmitted to and stored by Mailchimp on servers outside of Australia. Mailchimp is not subject to Australian legislation and you will not be able to seek redress under the Privacy Act 1988 for any privacy breaches by Mailchimp but will need to seek redress under the laws of the USA.

### Liability

* + 1. It is intended and agreed that the conduct of the awards shall not give rise to any legal obligations, liabilities or duties, valid or enforceable in any way against the department, the Secretary of the department, the Minister and/or the State of Victoria.

## Definitions

* + 1. A First Nations person is defined in these Terms and Conditions as being of Aboriginal and/or Torres Strait Islander descent; identifying as an Aboriginal or Torres Strait Islander; and/or being accepted as an Aboriginal and/or Torres Strait Islander by an Aboriginal and/or Torres Strait Islander community.
    2. Nominee is defined in these Terms and Conditions as a person/s who has been nominated for a Ricci Marks Award or Ricci Marks Rising Star Award in the current period.
    3. A Nominator is defined in these Terms and Conditions as the person who nominates the Nominee.
    4. A Referee is defined in these Terms and Conditions as a community member from within the State of Victoria who has a relationship with and can provide a reference for the Nominee.
    5. Award Recipient is defined in these Terms and Conditions as an individual to whom a Ricci Marks Award or Ricci Marks Rising Star Award has been granted.
    6. A strengths-based approach is defined in these Terms and Conditions as focusing on identifying, complementing, and supporting an individual’s strengths and capacities, rather than concentrating on problems or concerns.
    7. ‘Communities of Interest’ is defined in these Terms and Conditions as a strengths-based approach to identify and address actual or perceived conflicts of interest to maintain the integrity of the assessment process. This process upholds the Awards Program values by recognising and acknowledging the interconnected relationships of First Nations people. It supports assessors to list their Communities of Interest and discuss with program staff when it is appropriate or inappropriate for as assessor to review an application.
    8. There may be instances where an assessor’s Communities of Interest could impact their decision-making and their ability to make an impartial assessment. In some cases, the impact on decision-making may not be certain but could still be possible. Additionally, there may be public perception that an assessor’s community connections could influence their decisions, regardless of whether this is the case.

We acknowledge the Traditional Owners of Country throughout Victoria and pay our respect to them, their culture, and their Elders past and present.

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