



# The CBAA Community Broadcasting Awards

2025





# How to enter

1. Read the Terms & Conditions in the back of this booklet.
2. Go to [cbaa.awardsplatform.com](https://cbaa.awardsplatform.com)
3. Register (note that if you have registered before, your login details will be the same).
4. To begin your entry, click 'Enter', select your Category and provide the information requested. Please address the criteria as specifically as possible. Activities must have occurred between 1 May 2024 - 30 April 2025.
5. Once you've addressed the criteria, uploaded the required attachments and obtained the permission of your station's Manager or President, you can submit your entry. This is important, as only one entry per category per station can be submitted each year.
6. If you need to keep working on it, just click 'Save' and you can return to it later. Submitted entries can be modified up until the closing date. **For entries to be counted, you must hit 'Submit Entry' prior to the closing date.**

**Please ensure the spelling and formatting of your station, programs and people's names are accurate as this is what we will use to print any collateral.**

## Key Dates

**Monday 5 May**  
Award  
nominations open at  
**9:00am AEST**

**Monday 30 June**  
Award nominations  
close at 11.59pm  
AEST

**Monday 25 August**  
(throughout week)  
Finalists announced

**Saturday**  
**25 October**  
Winners announced  
at the CBAA  
Community  
Broadcasting Awards

# FAQ's

## Can I use my old Award Force login?

Yes. If you've already used Award Force, you can use your previous password (select forgot password to reset if you need).

## How do I set up a new Award Force Login?

If you are new to Award Force, enter your email in the login section and click through to 'Forgot Password' and follow the instructions. Alternatively, ask your station manager to submit the entry on your behalf.

## If Award Force is asking me to register but I already have, what can I do?

If you clear your browser search history and the cookies on your computer this should clear the history and you will be able to login with your account. If there are still issues talk to your station manager and ask them to submit on your behalf.

## Do I need my station's permission to enter?

Yes. Entrants are required to obtain permission of the station's board President or Station Manager before submitting their entry. If the station board President or Station Manager is the individual entering the award, permission will not be required.

## Can I submit a program I did a few years ago?

No. All entries must be focused on broadcasts or other station or individual activities occurring between 1 May 2024 and 30 April 2025.

## When are entries due?

Entries must be received by 11:59 pm AEST Monday, 30 June 2025.

## If I won or was a finalist in a category last year can I apply for the same category again?

Winners from previous years are ineligible from entering the same work in the same category. An entry will be deemed ineligible if the same content has previously won that category at a previous CBAA Community Broadcasting Awards. Finalists are eligible to enter.

## Can our station put multiple entries in one category?

No. A maximum of one entry per category per member station will be accepted, if there is more than one entry it may disqualify the station from that category.

# FAQ's

## Can I enter the same program in multiple categories?

Yes. Entrants may enter the same work in more than one category if it fits the criteria for each category. A separate entry must be completed for each category. Please note that as a station is only allowed one entry per category, other entrants from the station are considered first.

## What format does the audio upload need to be?

The accepted file types are: mp3, m4a and mpeg4. Each 'file upload' field is limited to 100MB per submission. Each category will state how long the file needs to be.

## Does every entry need a 30 second audio bite?

Yes, if it's related to a program. All entries related to programs must upload a 30-second byte from the program/event in the attachments tab of the Award Force system.

## How do I nominate for the Michael Law Award, Tony Staley Award, and the Community Broadcasting Honour Roll?

The Michael Law and Tony Staley Awards are decided by an internal panel. Each station may submit up to one entry for the Community Broadcasting Honour Roll for consideration.

## Extra Tips

- When completing entries, use the name of the nominated station, program, initiative or individual exactly as they would appear on the finalist's certificate or winner's trophy. CBAA will not be responsible for incorrect spelling of names, programs or stations.
- Ensure your station name is consistent across your different entries to avoid confusion.
- Select your strongest piece of audio that relates to the category of the entry.
- Look at the criteria for each category to ensure your entry is eligible.
- If your submission is in another language, include a translated version or transcript.

# Awards for Individuals

Outstanding Presenter

Outstanding Production Contribution

Outstanding Presenter: News & Current Affairs

Outstanding Fundraising & Sponsorship Contribution

The Jane Brownrigg Award - Outstanding Volunteer Contribution

Outstanding Youth Contribution

Outstanding Station Leadership

Outstanding Technical Contribution

## Outstanding Presenter

This award recognises an outstanding presenter.

Each entry for this award will be judged on the following criteria:

1. The entry shares highly specialised knowledge on the selected topic.
2. The entry is interesting, entertaining, and engaging.
3. The entry has a new or different perspective on the selected topic.
4. The entry has high quality production values.

## Outstanding Production Contribution

This award recognises an outstanding production manager.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the station's profile.
2. The entry demonstrates leadership and provides inspiration to others at their station.
3. The entry demonstrates highly specialised knowledge or skills.
4. The entry has high quality production values.

## Outstanding Presenter: News & Current Affairs

This award recognises an outstanding news & current affairs presenter.

Each entry for this award will be judged on the following criteria:

1. The entry shares highly specialised knowledge on the selected topic.
2. The entry is informative, relevant, and well-researched.
3. The entry has a new or different perspective on the selected topic.
4. The entry has high quality production values.

## Outstanding Fundraising & Sponsorship Contribution

This award recognises an outstanding fundraising or sponsorship manager.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the station's profile.
2. The entry demonstrates leadership and provides inspiration to others at their station.
3. The entry demonstrates highly specialised knowledge or skills.
4. The entry has made a measurable increase in financial revenue or resources.

## The Jane Brownrigg Award - Outstanding Volunteer Contribution

In memory of volunteer and community radio champion Jane Brownrigg, this award recognises a volunteer who has demonstrated leadership, effectiveness, and commitment to their station in an outstanding way.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the stations profile.
2. The entry demonstrates leadership and provides inspiration to others at their station.
3. The entry has multifaceted positive involvement at the station, beyond an on-air role.
4. The entry has encouraged wider community involvement in the station's activities.

## Outstanding Youth Contribution

This award recognises a young person, aged under 26 years old, who has demonstrated leadership, effectiveness and commitment to their station and community broadcasting in an outstanding way.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the station's profile.
2. The entry demonstrates leadership and provides inspiration to others at their station.
3. The entry has multifaceted positive involvement at the station, beyond an on-air role.
4. The entry has encouraged wider community involvement in the station's activities.



## Outstanding Station Leadership

This award recognises an individual who has demonstrated leadership, effectiveness, and commitment to their station in an outstanding way.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the station's profile.
2. The entry demonstrates leadership and provides inspiration to others at their station.
3. The entry demonstrates highly specialised knowledge or skills.
4. The entry has made a measurable improvement in the financial health or growth of the station under the leader's tenure.

## Outstanding Technical Contribution

This award recognises an individual who has contributed to the station's technical health in an outstanding way.

Each entry for this award will be judged on the following criteria:

1. The entry has made a significant contribution to the station's profile.
2. The entrant has exhibited leadership and provided inspiration to others in their station.
3. The entry has highly specialised knowledge of their field.
4. The entry has made a measurable improvement in the technical health or growth of the station.



# Awards for Programming

Best Program: Music

Best Program: New

Best Program: News & Current Affairs

The Troy Garner Award - Best Program: Sports

Best Program: Talks

## Best Program: Music

This award recognises an outstanding music program.

Each entry for this award will be judged on the following criteria:

1. The entry enhances choices not readily available to the public.
2. The entry is informative, relevant, and well-researched.
3. The entry is interesting, entertaining, and engaging.
4. The entry has high quality production value.

## Best Program: New

This award recognises an outstanding talks or spoken word program.

Each entry for this award will be judged on the following criteria:

1. The entry enhances choices not readily available to the public.
2. The entry is informative, relevant, and well-researched.
3. The entry is interesting, entertaining, and engaging.
4. The entry has high quality production value.

## Best Program: News & Current Affairs

This award recognises an outstanding news or current affairs program.

Each entry for this award will be judged on the following criteria:

1. The entry enhances choices not readily available to the public.
2. The entry is informative, relevant, and well-researched.
3. The entry is interesting, entertaining, and engaging.
4. The entry has high quality production value.



## The Troy Garner Award Best Program: Sports

In memory of passionate sports broadcaster Troy Garner, this award recognises an outstanding sports program.

Each entry for this award will be judged on the following criteria:

1. The entry enhances choices not readily available to the public.
2. The entry is informative, relevant, and well-researched.
3. The entry is interesting, entertaining, and engaging.
4. The entry has high quality production value.

## Best Program: Talks

This award recognises an outstanding talks or spoken word program.

Each entry for this award will be judged on the following criteria:

1. The entry enhances choices not readily available to the public.
2. The entry is informative, relevant, and well-researched.
3. The entry is interesting, entertaining, and engaging.
4. The entry has high quality production value.



# Awards for Stations

Excellence in Australian Music  
Excellence in Community Engagement  
Excellence in Station Resilience & Development  
Excellence in Disability Content & Engagement  
Excellence in Indigenous Content & Engagement  
Excellence in Multicultural Content & Engagement  
Excellence in Production  
Excellence in Fundraising & Sponsorship  
Excellence in Special Events & Outside Broadcasting

## Excellence in Australian Music

This award recognises a station's contribution to supporting local Australian music and the development of Australian musicians.

Each entry for this award will be judged on the following criteria:

1. The station curates or supports local artists and music culture.
2. The station prioritises the professional development and inclusion of Australian musicians in station activities.
3. The station enhances access to underrepresented Australian musicians and music communities.

## Excellence in Community Engagement

This award recognises a station that has achieved meaningful engagement with its community of interest in its activities.

Each entry for this award will be judged on the following criteria:

1. The station's activities and extensive involvement in its community of interest reflect the needs of this community.
2. The station has applied initiatives to enhance community engagement.
3. The station has sought feedback from its community of interest, and this has been reflected in its governance, programming, and other activities.



## Excellence in Station Resilience & Development

The award recognises a station's ability to adapt, persevere, and thrive amidst challenges, no matter the station's size.

Each entry for this award will be judged on the following criteria:

1. The station has put in place financial strategies or practices that have stabilised or improved the station's fiscal health during challenging times.
2. The station has adapted its internal culture, policies, or structures to maintain its mission and vision in the face of adversity.
3. The station has engaged with its community, sharing knowledge and resources to enhance resilience and impact during challenging times.

## Excellence in Disability Content & Engagement

This award recognises a station that has excelled in providing a platform for diverse voices from the disability community and demonstrated its commitment to disability engagement and inclusion through significant contribution to your local community.

Each entry for this award will be judged on the following criteria:

1. The station has provided a platform for disability voices, both in broadcasting and in representation.
2. The station actively connects with the disability community in multiple ways including, events, partnerships, and initiatives, showing a strong commitment beyond broadcasting.
3. The station actively incorporates practices supportive of disability in all aspects of station activities.



## Excellence in Indigenous Content & Engagement

This award recognises a station that has excelled in providing a platform for Indigenous voices and demonstrated its commitment to Indigenous engagement and inclusion.

Each entry for this award will be judged on the following criteria:

1. The station has provided a platform for Indigenous voices, both in broadcasting and in representation.
2. The station actively connects with indigenous communities in multiple ways including, events, partnerships, and initiatives, showing a strong commitment beyond broadcasting.
3. The station actively incorporates practices supportive of Indigenous culture in all aspects of station activities.

## Excellence in Multicultural Content & Engagement

This award recognises a station that has excelled in providing a platform for culturally and linguistically diverse voices and demonstrated its commitment to ethnic and multicultural engagement.

Each entry for this award will be judged on the following criteria:

1. The station has provided a platform for multicultural voices, both in broadcasting and in representation.
2. The station actively connects with multicultural communities in multiple ways including, events, partnerships, and initiatives, showing a strong commitment beyond broadcasting.
3. The station actively incorporates practices supportive of multiculturalism in all aspects of station activities.



## Excellence in Production

This award recognises a station that has produced and broadcast outstanding short promotions (less than 60 seconds), station IDs, sponsorship announcements or community service announcements.

Each entry for this award will be judged on the following criteria:

1. The station demonstrates exceptional technical execution across all aspects of production.
2. The station produces work that stands out for its creativity and originality, narrative techniques.
3. The station shows a deep understanding of and connection to its target community.

## Excellence in Fundraising & Sponsorship

This award recognises a station that has shown outstanding ability in fundraising and sponsorships in a manner that supports the station.

Each entry for this award will be judged on the following criteria:

1. The station has crafted campaigns that align perfectly with its overall objectives.
2. The station's efforts in sponsorship and fundraising have far exceeded expectations.
3. The station employs innovative strategies in both securing sponsorships and raising funds.
4. The station's fundraising and sponsorship has made a measurable increase in financial revenue or resources.



## Excellence in Special Events & Outside Broadcasting

This award recognises a station that has effectively served a community need or offered programming relevant to their community interest through a special event broadcast or an outside broadcast series.

Each entry for this award will be judged on the following criteria:

1. The station's broadcasts are informative, entertaining, and engages the community interest.
2. The station's broadcasts maintains high-quality production values.
3. The station's broadcasts take advantage of unique opportunities unavailable via traditional in-studio programming.
4. The station's broadcasts significantly raise its profile.



# Special Category Awards

Community Broadcasting Honour Roll

Tony Staley Award

Michael Law Award

## Tony Staley Award

Tony Staley was instrumental in the development of the community broadcasting sector. The winner of the Tony Staley Award is a community broadcasting organisation that actively promotes the values of community broadcasting in the areas of democracy, diversity, access and independence.

## Michael Law Award

Michael Law was the inaugural President of the Public Broadcasting Association of Australia (now known as the CBAA) in 1974. He is recognised as one of the key founders of community broadcasting in Australia, presiding over the emergence of our diverse and innovative media sector. The Michael Law Award recognises an individual who has made a sustained and outstanding contribution to the community broadcasting sector (not bound by the current awards period).

## Community Broadcasting Honour Roll

The Community Broadcasting Honour Roll recognises individuals who have dedicated over 15 years of service to a single community broadcasting station, celebrating their lasting impact on both the station and its community. Nominations should include a bio of the nominee, a summary of their contributions, and the impact of their work on the station and its listeners.

### **Nomination Process:**

- Each station may nominate one individual per year.
- Nominations are reviewed by an internal CBAA panel.
- Not all nominees will be inducted. The panel carefully reviews all nominations before making final selections.
- Multiple inductees may be honoured each year.



# CBAA Awards - Terms and Conditions

By entering the 2025 CBAA Awards ('Awards'), Awards entrants ('Entrants') agree to be bound by the following terms and conditions, as well as any relevant instructions specific to each Awards category. Failure to abide by these terms and conditions may render an entrant ineligible for the Awards.

- The CBAA Community Broadcasting Awards are produced by the Community Broadcasting Association of Australia (CBAA) and are only open to CBAA member stations and individuals or groups authorised to represent member stations.
- Entrants are required to obtain permission of the station's board President or Station Manager before submitting their entry. If the station board President or Station Manager is the individual entering the award, permission will not be required.
- Entries must be received by 11:59 pm Monday, 30 June 2025 AEST. Entries received after this closing date will not be accepted.
- All entries must be submitted via the online Awards entry system, Award Force ([www.cbaa.awardsplatform.com](http://www.cbaa.awardsplatform.com)). Entries will not be accepted by other means.
- All entries must be focused on broadcast, station or individual activities occurring between 1 May 2024 and 30 April 2025.
- Entries that have won in the same category in the previous year's CBAA Community Broadcasting Awards are not eligible to be submitted again. If the same content previously won in that category, it will be deemed ineligible.
- Entries are open to organisations with a Permanent Community Broadcaster CBAA Membership or Temporary Community Broadcaster CBAA Membership.
- Each member station may submit a maximum of one entry per category. If a station submits multiple entries in the same category, only the first submission received will be judged, and any additional entries will not be considered.
- Entrants may enter the same work in more than one category if it fits the criteria for each category. A separate entry must be completed for each category.
- When completing entries, use the name of the nominated station, program, initiative or individual exactly as they would appear on the finalist's certificate or winner's trophy. CBAA will not be responsible for incorrect spelling of names.
- If your entry requires an audio component, it is the entrant's responsibility to ensure that this content is playable and accessible by judges. The accepted file types are: mp3, m4a and mpeg4. Each 'file upload' field is limited to 100MB per submission.
- If supporting documentation or audio is required and not provided via the Award Force system, the relevant entry or entries may not be considered for judging.
- All supporting material loaded into the Award Force system must be clearly labelled with the station callsign and any program name details.
- All entries may be reproduced to promote the Awards and to champion the excellent work of the community broadcasting sector. If entrants do not own all copyright or there are restrictions in your right to use, any material included in your entry, it is the entrant's responsibility to obtain permission from all relevant third parties for CBAA to use the entry as described.
- Where misleading information is supplied within entries, regardless of intention, the CBAA reserves the right to disqualify such entries.
- By participating, entrants accept that the CBAA may run these awards as it sees fit without right of appeal.
- All entries related to programs must upload a 30-second byte from the program/event in the attachments tab of the Award Force System.
- Some case studies may be made available for download from the CBAA website.
- Awards judges' decisions are final. No correspondence or discussion will be entered into regarding the judging process or any outcomes reached.
- Award winners may be asked to make themselves available for other CBAA activities outside the awards ceremony such as being involved in media and communications following or in the lead up to the awards.
- CBAA may extend any deadline or time limit, terminate the Awards or vary the terms of entry at any time and for any reason at its sole discretion. The CBAA may also choose not to present any given award if none of the nominees sufficiently meet the qualifications for that award.
- The CBAA reserves the right to update these terms and conditions at any time without formal notification. Current terms and conditions are listed on Award Force and the CBAA website (on this page).